ပြည်ထောင်စုသမ္မတမြန်မာနိုင်ငံတော်အတွင်း

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုဥပဒေအရ

အဆင့်မြင့် ပညာရေးဝန်ဆောင်မှု လုပ်ငန်း

ဆောင်ရွက်ရန်

ရင်းနှီးမြှုပ်နှံလိုသူ၏ လုပ်ငန်းအဆိုပြုချက်

INNO POWER COMPANY LIMITED

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No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရက်စွဲ ။ ။ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ ။ ။ မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်သို့ အဆိုပြုလျှောက်ထားလွှာတင်ပြခြင်း။

အထက်အကြောင်းအရာပါကိစ္စနှင့်ပတ်သတ်၍ ကျွန်တော်များ Inno Power Company Limited သည် မေလ (၂၂) ရက် ၊ ၂၀၁၃ ခုနှစ်တွင် ပညာရေးဝန်ဆောင်မှု လုပ်ငန်းကို လုပ်ကိုင် ဆောင်ရွက်ရန် စတင်ဖွဲ့စည်းခဲ့ပါသည်။

ယခုအခါတွင် ကျွန်တော်များကုမ္ပဏီအနေဖြင့် MIBA UNIVERSITY နာမည်ဖြင့် ကျောင်းဖွင့်လှစ်ခွင့်ကို မြန်မာနိုင်ငံသားများ ရင်းနှီးမြှုပ်နှံမှု ဥပဒေအရ ဆောင်ရွက်ခွင့်ရရှိနိုင်ရန် မြန်မာရင်းနှီးမြှုပ်နှံမှုကော်မရှင်သို့ အဆိုပြုလျှောက်ထားလွှာများကို ပေးပို့တင်ပြ လျှောက်ထား အပ်ပါသည်။

လျှောက်လွှာနှင့်အတူ အောက်ဖော်ပြပါ အထောက်အထားစာရွက်စာတမ်းများကို ပူးတွဲတင်ပြ အပ်ပါသည်။

၁။ အဆိုပြုလျှောက်ထားလွှာ (ပုံစံ ၂)

၂။ မှတ်ပုံတင်မိတ္တူ

၃။ ကုမ္ပဏီမှတ်ပုံတင်လက်မှတ်မိတ္တူ နှင့် ဒါရိုက်တာစာရင်း

၄။ မြေနှင့်အဆောက်အအုံ ငှားရမ်းစာချုပ်မူကြမ်း

၅။ အလုပ်အကိုင်ရရှိမှုအခြေအနေ

၆။ နှစ်စဉ်ဝန်ဆောင်မှုရငွေ

၇။ ငွေကြေးအထောက်အထား

၈။ လုပ်ငန်းခွင်သာယာရေးနှင့် ဝန်ထမ်းများသက်သာချောင်ချိရေး စီမံချက်

၉။ ဘာသာရပ်အလိုက်သင်ကြားမည့်ဆရာများ၏ ကိုယ်ရေးအကျဉ်းနှင့် အထောက်အထားများ

၁၀။ သင်ကြားမည့်ဆရာများနှင့် စီမံခန့်ခွဲရေးဝန်ထမ်း လုံလောက်မှုရှိကြောင်း ဝန်ခံကတိ

၁၁။ ကျောင်းကျန်းမာသန့်ရှင်းရေး ၊ ကျောင်းလုံခြုံရေးနှင့် မီးဘေးကြိုတင်ကာကွယ်ရေး စီမံချက်

၁၂။ အမျိုးသားပညာရေးဥပဒေများအား နှင့် နောင်ထွက်ပေါ်လာမည့် National Assessment Policy အား လိုက်နာဆောင်ရွက်သွားရန် သိရှိကြောင်းဝန်ခံကတိ

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

အဆိုပြုချက်

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

စာအမှတ် ၊

ရက်စွဲ ၊ ၂၀၁၉ ခုနှစ် ၊ လ၊ ရက်

ကျွန်တော်/ကျွန်မသည် မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုဥပဒေပုဒ်မ ၃၆ နှင့်အညီ ပြည်ထောင်စုသမ္မတ မြန်မာနိုင်ငံတော်အတွင်း ရင်းနှီးမြှုပ်နှံမှုပြုလုပ်လိုပါသဖြင့် ခွင့်ပြုပါရန် အောက်ပါအချက်အလက်များကိုဖော်ပြ၍ လျှောက်ထားအပ်ပါသည် -

၁။ ရင်းနှီးမြှုပ်နှံသူ၏ -

(က) အမည် ဦးကျော်သူအောင်

(ခ) အဖအမည် ဦးအောင်သိန်း

(ဂ) နိုင်ငံသားစိစစ်ရေးကတ်အမှတ်/ ၁၂ / ဥကမ (နိုင်) ၁၅၈၃၉၀
နိုင်ငံကူးလက်မှတ်အမှတ်

(ဃ) နိုင်ငံသား မြန်မာ

(င) နေရပ်လိပ်စာ

(၁) ပြည်တွင်း အမှတ် ၇၂၈ ၊ ပုဂံလမ်း ၊ ရွှေပေါက်ကံမြို့သစ် ၊ ၁၄ ရပ်ကွက် ၊ မြောက်ဥက္ကလာပမြို့နယ် ၊ ရန်ကုန်။

(၂) ပြည်ပ

(စ) တယ်လီဖုန်း/ဖက်စ် 09420110999

(ဆ) အီးမေးလ်လိပ်စာ

(ဇ) ပင်မကုမ္ပဏီအမည် INNO POWER COMPANY LIMITED

(ဈ) ပင်မကုမ္ပဏီတည်ရှိရာလိပ်စာ (၂၄၉) ၊ ဗားကရာလမ်း ၊ မြေနီ(တောင်)ရပ်ကွက် ၊ စမ်းချောင်းမြို့နယ် ၊ ရန်ကုန်မြို့။

(ည) လုပ်ငန်းအမျိုးအစား အဆင့်မြင့် ပညာရေးဝန်ဆောင်မှုလုပ်ငန်း

၂။ ဖက်စပ်ပြုလုပ်၍ ရင်းနှီးမြှုပ်နှံလိုပါကရင်းနှီးမြှုပ်နှံသူနှင့် ဖက်စပ်ပြုလုပ်မည့်သူများ၏ -

(က) အမည် ....

(ခ) အဖအမည် ....

(ဂ) နိုင်ငံသားစိစစ်ရေးကတ်အမှတ်/ ....

နိုင်ငံကူးလက်မှတ်အမှတ် ....

(ဃ) နိုင်ငံသား ....

(င) နေရပ်လိပ်စာ ....

(၁) ပြည်တွင်း ....

(၂) ပြည်ပ ....

(စ) ပင်မကုမ္ပဏီအမည် ....

(ဆ) ပင်မကုမ္ပဏီတည်ရှိရာလိပ်စာ ....

မှတ်ချက်။ အထက်အပိုဒ် ၁၊ ၂ တို့နှင့် စပ်လျဉ်း၍ အောက်ပါအချက်များကို ပူးတွဲတင်ပြရန် -

(၁) ကုမ္ပဏီမှတ်ပုံတင်အထောက်အထားများ (မိတ္တူ)

(၂) နိုင်ငံသားစိစစ်ရေးကတ်အမှတ် (မိတ္တူ) နှင့် နိုင်ငံကူးလက်မှတ် (မိတ္တူ)

(၃) အဆိုပြုလုပ်ငန်းတွင် ပါဝင်လိုသူများ၏ လုပ်ငန်းပိုင်းနှင့် ငွေရေးကြေးရေး ဆိုင်ရာအထောက်အထားများ

၃။ ရင်းနှီးမြှုပ်နှံသူကိုယ်တိုင် လျှောက်ထားခြင်းမဟုတ်ပါကလျှောက်ထားသူ၏ -

(က) အမည် ....

(ခ) ဆက်သွယ်ရမည့်ပုဂ္ဂိုလ်အမည် ....

(လျှောက်ထားသူသည် စီးပွားရေးအဖွဲ့အစည်းဖြစ်ပါက)

မှတ်ချက်။ တရားဝင်ကိုယ်စားလှယ်လွှဲစာပူးတွဲတင်ပြရန်

(ဂ) နိုင်ငံသားစိစစ်ရေးကတ်အမှတ်/နိုင်ငံကူးလက်မှတ်အမှတ် ....

(ဃ) နိုင်ငံသား ....

(င) မြန်မာနိုင်ငံတွင်နေထိုင်သည့် ....

နေရပ်လိပ်စာ ....

(စ) တယ်လီဖုန်း/ဖက်စ် ....

(ဆ) အီးမေးလ်လိပ်စာ ....

၄။ ရင်းနှီးမြှုပ်နှံမှုပြုလုပ်လိုသည့် လုပ်ငန်းအမျိုးအစား အဆင့်မြင့် ပညာရေးဝန်ဆောင်မှုလုပ်ငန်း

....

၅။ ဖွဲ့စည်းမည့်စီးပွားရေးအဖွဲ့အစည်းပုံသဏ္ဌာန်

☒ ရာခိုင်နှုန်းပြည့် ☐ ဖက်စပ်ပြုလုပ်ခြင်း(ဖက်စပ်စာချုပ်မူကြမ်းတင်ပြရန်)

☐ အခြားသဘောတူညီချက်ပုံစံတစ်မျိုးမျိုးဖြင့်ဆောင်ရွက်ခြင်း(စာချုပ်မူကြမ်းတင်ပြရန်)

၆။ အစုရှယ်ယာရှင်များစာရင်း

စဉ်	အစုရှယ်ယာရှင်အမည်	နိုင်ငံသား	အစုရှယ်ယာပိုင်ဆိုင်မှု %
၁	ဦးကျော်သူအောင်	မြန်မာ	၁၀၀ %

၇။ ကုမ္ပဏီဖွဲ့စည်းခြင်းနှင့်သက်ဆိုင်သောအချက်အလက်များ

(က) ခွင့်ပြုမတည်ငွေရင်း ၅,၀၀၀,၀၀၀ ကျပ်

(ခ) အစုရှယ်ယာအမျိုးအစား သာမန်အစုရှယ်ယာ

(ဂ) အစုရှယ်ယာရှင်များကထည့်ဝင်မည့် အစုရှယ်ယာပမာဏ ....

တစ်စုလျှင် ကျပ် ၁၀,၀၀၀ တန်သာမန်အစုရှယ်ယာ ၅၀၀

မှတ်ချက်။ သင်းဖွဲ့မှတ်တမ်း/သင်းဖွဲ့စည်းမျဉ်း သို့မဟုတ် ဖွဲ့စည်းပုံအခြေခံစည်းမျဉ်း ပူးတွဲ တင်ပြရန်

၈။ မတည်ငွေရင်းနှင့်သက်ဆိုင်သည့်အချက်အလက်များ -

		ကျပ်/US$
(က)	ပြည်တွင်းမှထည့်ဝင်မည့် မတည်ငွေရင်း ပမာဏ/ ရာခိုင်နှုန်း	၂,၀၀၀,၀၀၀,၀၀၀
(ခ)	နိုင်ငံခြားမှ ယူဆောင်လာမည့် မတည်ငွေရင်း ပမာဏ/ ရာခိုင်နှုန်း	....
	စုစုပေါင်း	၂,၀၀၀,၀၀၀,၀၀၀ ကျပ်

(ဂ) အဆိုပြုမတည်ငွေရင်းနှစ်အလိုက်ထည့်ဝင်မည့်အခြေအနေ/ယူဆောင်လာမည့်ကာလ

....

(ဃ)	ရင်းနှီးမြှုပ်နှံမှုတန်ဖိုး/ပမာဏ	၂,၀၀၀,၀၀၀,၀၀၀ ကျပ်
(င)	ရင်းနှီးမြှုပ်နှံမှုပြုလုပ်လိုသည့် သက်တမ်း	၅၀ နှစ် + ၁၀ နှစ် + ၁၀ နှစ်

(စ) ရင်းနှီးမြှုပ်နှံမှုလုပ်ငန်းတည်ဆောက်မှုကာလသို့မဟုတ် ပြင်ဆင်မှုကာလ

မှတ်ချက်။ အပိုင်ဒ် ၈(င) နှင့် စပ်လျဉ်း၍ ထူးခြားသည့် အခြေအနေရှိပါက နောက်ဆက်တွဲဖြင့် ဖော်ပြပါရန်

၉။ နိုင်ငံခြားမှ ယူဆောင်တင်သွင်းလာမည့် မတည်ငွေရင်း၏ အသေးစိတ်စာရင်း -

		နိုင်ငံခြားငွေ	ညီမျှသည့်ခန့်မှန်းငွေကျပ်
(က)	နိုင်ငံခြားငွေ	....	....
(ခ)	မြေ/အဆောက်အအုံ တန်ဖိုး သို့မဟုတ် ငှားရမ်းခ	....	....
(ဂ)	ပရိဘောဂနှင့် လုပ်ငန်းသုံးပစ္စည်းများ တန်ဖိုးပမာဏ	....	....
(ဃ)	အဆောက်အအုံဆောက်လုပ်မှု (အတွင်းပိုင်းပြင်ဆင်ခြင်း) ကုန်ကျစရိတ်	....	....
(ဃ)	စက်ပစ္စည်းများ၊စက်ကိရိယာများ စသည့်ပစ္စည်းတို့၏ တန်ဖိုးပမာဏ	....	....
(င)	ကနဦးကုန်ကြမ်းပစ္စည်းများနှင့် အခြား အလားကူပစ္စည်းများ၏ တန်ဖိုးပမာဏ	....	....
(စ)	လိုင်စင်၊ တီထွင်မှုပိုင်ဆိုင်ခွင့်၊ စက်မှုဒီဇိုင်း၊ ကုန်အမှတ်တံဆိပ်၊ မူပိုင်ခွင့် စသည့် အသိဉာဏ်	....	....

ဆိုင်ရာပစ္စည်းများကိုတန်ဖိုး
ဖြတ်နိုင်သောအခွင့်အရေးများ၏
တန်ဖိုးပမာဏ

(ဆ) ကျွမ်းကျင်မှုနည်းပညာရပ်များ၏ ....
တန်ဖိုးပမာဏ

(ဇ) အခြား (ဥပမာ-ဆောက်လုပ်ရေး ....
လုပ်ငန်းသုံးပစ္စည်းများ)

စုစုပေါင်း

မှတ်ချက်။ အပိုဒ် ၉ (စ) (ဆ) တို့နှင့် စပ်လျဥ်း၍ အသုံးပြုခွင့်အထောက်အထားများ ပူးတွဲ တင်ပြရန်။

၁၀။ ပြည်တွင်းမှထည့်ဝင်မည့် မတည်ငွေရင်း၏ အသေးစိတ်စာရင်း - ကျပ် (သန်းပေါင်း)

(က) ငွေပမာဏ	၁,၂၉၇,၁၉၆,၂၀၀
(ခ) စက်ပစ္စည်းကိရိယာများတန်ဖိုးပမာဏ (အသေးစိတ်စာရင်းပူးတွဲတင်ပြရန်)	....
(ဂ) မြေ/အဆောက်အအုံ တန်ဖိုး သို့မဟုတ် ငှားရမ်းခ	၃၉၂,၈၀၃,၈၀၀
(ဃ) အဆောက်အအုံဆောက်လုပ်မှုကုန်ကျစရိတ်	....
(င) ပရိဘောဂနှင့် လုပ်ငန်းသုံးပစ္စည်းများ တန်ဖိုးပမာဏ (အသေးစိတ်စာရင်းပူးတွဲတင်ပြရန်)	၃၁၀,၀၀၀,၀၀၀
(စ) ကနဦးကုန်ကြမ်းပစ္စည်းတန်ဖိုးပမာဏ (အသေးစိတ်စာရင်းပူးတွဲတင်ပြရန်)	....
(ဆ) အခြား	....
စုစုပေါင်း	ကျပ်သန်းပေါင်း ၂,၀၀၀

၁၁။ ဈေးငွေနှင့်သက်ဆိုင်သည့် အချက်အလက်များ -

☐ ပြည်တွင်းဈေးငွေ .... ကျပ်

.... အမေရိကန်ဒေါ်လာ

☐ ပြည်ပဈေးငွေ .... အမေရိကန်ဒေါ်လာ

၁၂။ ဆောင်ရွက်မည့် စီးပွားရေးအဖွဲ့အစည်းများနှင့် သက်ဆိုင်သောအချက်အလက်များ -

(က) ရင်းနှီးမြှုပ်နှံမှုပြုလုပ်မည့်ဒေသ(များ)/တည်နေရာ ရန်ကုန်တိုင်းဒေသကြီး ၊ မန္တလေးတိုင်းဒေသကြီး။

(ခ) မြေ သို့မဟုတ် မြေနှင့်အဆောက်အအုံနေရာအမျိုးအစားနှင့် အကျယ်အဝန်းလိုအပ်ချက်

(၁) တည်နေရာ ၁။ ရန်ကုန်တိုင်းဒေသကြီး ၊ လှိုင်မြို့နယ် ၊ တက္ကသိုလ်များလှိုင်နယ်မြေ ၊ MICT PARK ၊ အဆောက် (၉) ပထမထပ်

၂။ ရန်ကုန်တိုင်းဒေသကြီး ၊ လှိုင်မြို့နယ် ၊ တက္ကသိုလ်များလှိုင်နယ်မြေ ၊ MICT PARK ၊ အဆောင် (၉) စတုတ္ထထပ်

၃။ ရန်ကုန်တိုင်းဒေသကြီး ၊ အင်းစိန်မြို့နယ် ၊ ပြည်လမ်း ၊ ၁၀ မိုင်ကုန်း ၊ စော်ဘွားကြီးရပ်ကွက် ၊ အမှတ် (၆၁၈)

၄။ မန္တလေးတိုင်းဒေသကြီး ၊ ချမ်းအေးသာဇံမြို့နယ် ၊ ၇၈ လမ်းနှင့် ၃၄ လမ်းထောင့် ၊ ရတနာပုံစူပါစင်တာ တတိယထပ် ၊ အခန်းအမှတ် (၀၃-၀၈) ၊ မန္တလေး ICT PARK

(၂) မြေ/အဆောက်အအုံအကျယ်အဝန်း၊အရေအတွက်
၁။ ၄၆၈၀ စတုရန်းပေ
၂။ ၆၀၀၀ စတုရန်းပေ
၃။ ၂၃၉၅၀ စတုရန်းပေ
၄။ ၆၁၂၉ စတုန်းပေ

(၃) လက်ရှိပိုင်ဆိုင်သူ
၁။ မြန်မာနိုင်ငံကွန်ပျူတာအသင်းချုပ်
၂။ ဦးအောင်အောင်
၃။ ဦးတင်မောင်ဆွေ
၄။ Yatanabon Cyber Corp.,Ltd

(ကက) အမည်/ကုမ္ပဏီအမည်/ဌာန ....

(ခခ) နိုင်ငံသားစိစစ်ရေးကတ်အမှတ် ၁။ -

၂။ ၉/မရမ(နိုင်)၀၅၇၉၆၇

၃။ ၁၂/သဃက(နိုင်)၁၂၆၁၁၇

၄။ ကုမ္ပဏီမှတ်ပုံတင်အမှတ် ၁၄၆၃/၂၀၀၇-၂၀၀၈

(ဂဂ) နေရပ်လိပ်စာ

(၄) မြေအမျိုးအစား

(၅) မြေငှားဂရမ် ခွင့်ပြုကာလ

(၆) ငှားရမ်းမည့်ကာလ မှ ထိ ( )နှစ်

(၇) ငှားရမ်းခနှုန်းထား ၁။ တစ်လလျှင်ကျပ် ၈,၄၂၄,၀၀၀

၂။ တစ်လလျှင်ကျပ် ၇,၁၀၀,၀၀၀

၃။ တစ်လလျှင်ကျပ် ၁၂,၀၀၀,၀၀၀

၄။ တစ်လလျှင်ကျပ် ၅,၂၀၉,၆၅၀

(ကက) မြေ

(ခခ) အဆောက်အအုံ

(၈) ရပ်ကွက်

(၉) မြို့နယ်

(၁၀) ပြည်နယ်/တိုင်းဒေသကြီး

(၁၁) ငှားရမ်းမည့်ပုဂ္ဂိုလ် ဦးကျော်သူအောင်

(ကက) အမည်/ကုမ္ပဏီအမည်/ဌာန

(ခခ) အဖအမည် ဦးအောင်သိန်း

(ဂဂ) နိုင်ငံသား မြန်မာ

(ဃဃ) နိုင်ငံကူးလက်မှတ်အမှတ်/

နိုင်ငံသားစိစစ်ရေးကတ်အမှတ် ၁၂/ဥကမ(နိုင်)၁၅၈၃၉၀

(င) နေရပ်လိပ်စာ အမှတ် ၇၂၈ ၊ ပုဂံလမ်း ၊ ရွှေပေါက်ကံမြို့သစ် ၊ ၁၄ ရပ်ကွက် ၊
မြောက်ဥက္ကလာပမြို့နယ် ၊ ရန်ကုန် ၊ မြန်မာ။

(ဂ) ဆောက်လုပ်မည့်အဆောက်အအုံလိုအပ်ချက်

(၁) အဆောက်အအုံအမျိုးအစား/အရေအတွက် -

(၂) အကျယ်အဝန်း -

(ဃ) နှစ်စဉ်ထုတ်လုပ်မည့် ကုန်ပစ္စည်း/ဝန်ဆောင်မှု -

(င) နှစ်စဉ် လျှပ်စစ်ဓါတ်အားလိုအပ်ချက်

(စ) နှစ်စဉ်ရေလိုအပ်ချက်

မှတ်ချက်။ အပိုဒ် ၁၂(ခ)နှင့်စပ်လျဉ်း၍အောက်ပါအချက်များပူးတွဲတင်ပြရန် -

(၁) မြေပိုင်ဆိုင်မှု/မြေဂရန်အထောက်အထား(စက်မှုဇုန်မှ အပ)နှင့်မြေပုံ

(၂) မြေငှားစာချုပ်(မူကြမ်း)

၁၃။ ငွေကြေးပိုင်ဆိုင်မှုနှင့် ပတ်သတ်၍ အသေးစိတ်ဖော်ပြချက် -

(က) အမည်/ကုမ္ပဏီအမည် ဦးကျော်သူအောင်

(ခ) နိုင်ငံသားစိစစ်ရေးကတ်အမှတ်/နိုင်ငံကူးလက်မှတ်အမှတ် ၁၂ / ဥကမ (နိုင်) ၁၅၈၃၉၀

(ဂ) ဘဏ်စာရင်းအမှတ် SA 028874 (မြန်မာ့စီးပွားရေးဘဏ်)

(မိခင်နိုင်ငံရှိဘဏ်ထောက်ခံချက် သို့မဟုတ် မိခင်ကုမ္ပဏီ၏ စာရင်းစစ်ပြီးသည့် နှစ်ချုပ်စာရင်းပူးတွဲတင်ပြရန်)

၁၄။ ဆောင်ရွက်မည့် စီးပွားရေးအဖွဲ့အစည်းတွင် လိုအပ်မည့် ဝန်ထမ်းများစာရင်း

စဉ်	အဆင့်အတန်း	မြန်မာနိုင်ငံသား	နိုင်ငံခြားသား	စုစုပေါင်း
(က)	အကြီးတန်းစီမံခန့်ခွဲမှု (မန်နေဂျာများ၊အဆင့်မြင့်အရာရှိများ)	၅	၃	၈
(ခ)	အခြားအဆင့်စီမံခန့်ခွဲမှု (အကြီးတန်းစီမံခန့်ခွဲမှုမှအပ)	၃		၃
(ဂ)	သက်မွေးဝမ်းကျောင်းပညာရှင်များ	၂၉		၂၉
(ဃ)	နည်းပညာနှင့်ဆက်စပ်သည့်သက်မွေးပညာရှင်			
(င)	အကြံပေး			
(စ)	ကျွမ်းကျင်လုပ်သား			
(ဆ)	အခြေခံလုပ်သား	၅		၅
	စုစုပေါင်း	၄၂	၃	၄၅

မှတ်ချက်။ အောက်ဖော်ပြပါ ဖော်ပြချက်များပူးတွဲဖော်ပြရန်

(၁) လုပ်သားများ၏ လူမှုဖူလုံရေး၊သက်သာချောင်ချိမှုဆောင်ရွက်မည့်အစီအမံများ

(၂) ပတ်ဝန်းကျင်ထိခိုက်မှုဆန်းစစ်ခြင်းပြုလုပ်မည့် အစီအမံများ

၁၅။ အဆိုပြုချက်နှင့်အတူအောက်ဖော်ပြပါ လျှောက်ထားလွှာများကို တင်ပြလျှောက်ထားခြင်းရှိ/မရှိဖော်ပြရန် -

☐ မြေအသုံးပြုခွင့်လျှောက်ထားလွှာ

☐ အခွန်ကင်းလွတ်ခွင့်သို့မဟုတ် သက်သာခွင့်လျှောက်ထားလွှာ

၁၆။ အဆိုပြုရင်းနှီးမြှုပ်နှံမှုလုပ်ငန်းအကျဉ်းချုပ်အား နောက်ဆက်တွဲဖြင့် ဖော်ပြရန်။

လျှောက်ထားသူလက်မှတ်

အမည်

ရာထူး

ဌာန/ကုမ္ပဏီတံဆိပ်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

ရက်စွဲ- ရက် ၊ လ ၊ ၂၀၁၉ ခုနှစ်

အဆိုပြုရင်းနှီးမြှုပ်နှံမှုလုပ်ငန်းအကျဉ်းချုပ်(နည်းဥပဒေ ၃၈)

၁။ ရင်းနှီးမြှုပ်နှံမှုတွင် တိုက်ရိုက်ဖြစ်စေ၊ သွယ်ဝိုက်၍ဖြစ်စေ အကျိုးစီးပွား သိသာထင်ရှားစွာ ပါဝင်သော အခြားပုဂ္ဂိုလ်များဖော်ပြရန် -

(က) ရင်းနှီးမြှုပ်နှံသူမှ ရရှိမည့် အမြတ်ငွေ ၏ ၁၀ % နှင့် အထက်ကို ပိုင်ဆိုင်ခွင့်ရှိသည့် သို့မဟုတ် ထိန်းချုပ်ခွင့်ရှိသည့် လုပ်ငန်း၏ -

(၁) အမည် ....

(၂) ဆက်သွယ်ရမည့်လိပ်စာ ....

....

(၃) မှတ်ပုံတင်အမှတ် ....

(တစ်ဦး ထက်ပိုပါက နောက်ဆက်တွဲဖြင့် ဖော်ပြရန်)

(ခ) ခွင့်ပြုမည့်ရင်းနှီးမြှုပ်နှံမှုလုပ်ငန်းဆောင်ရွက်ရာတွင်တိုက်ရိုက်ပါဝင်သည့် လက်အောက်ခံ ကုမ္ပဏီများရှိလျှင် အဆိုပါကုမ္ပဏီများ၏အမည်ကို ဖော်ပြရန် -

(၁) ....

(၂) ....

(၃) ....

၂။ ရင်းနှီးမြှုပ်နှံမှု၏ အဓိကတည်နေရာ သို့မဟုတ် တည်နေရာများ: ရန်ကုန်တိုင်းဒေသကြီး ၊ အင်းစိန်မြို့နယ် ၊ ပြည်လမ်း ၊ ၁၀ မိုင်ကုန်း ၊ စော်ဘွားကြီးရပ်ကွက် ၊ အမှတ် (၆၁၈)

၃။ ရင်းနှီးမြှုပ်နှံမှုလုပ်ငန်းပြုလုပ်မည့်ကဏ္ဍနှင့် ဆောင်ရွက်မည့်စီးပွားရေးလုပ်ငန်းများ ဖော်ပြချက်: အဆင့်မြင့် ပညာရေးဝန်ဆောင်မှုလုပ်ငန်း

၄။ အဆိုပြုထားသောရင်းနှီးမြှုပ်နှံမှုပမာဏ (မြန်မာကျပ် နှင့် အမေရိကန်ဒေါ်လာ တို့ဖြင့် ဖော်ပြရန်): ကျပ်သန်း ၂,၀၀၀

၅။ ရင်းနှီးမြှုပ်နှံမှု အကောင်အထည်ဖော်မည့် ခန့်မှန်းအချိန်ဇယား အပါအဝင် အစီအစဉ်ဖော်ပြချက် -

(က) တည်ဆောက်ရေးကာလသို့မဟုတ်

ပြင်ဆင်မှုကာလ(နှစ်၊လတို့ဖြင့်ဖော်ပြရန်) ....

(ခ) စီးပွားဖြစ်စတင်မည့်ကာလ ....

(နှစ်၊လတို့ဖြင့်ဖော်ပြရန်)

၆။ ခန့်ထားမည့်အလုပ်သမားဦးရေ -

(က) ပြည်တွင်း ၄၂

(ခ) ပြည်ပ (ပညာရှင်/ကျွမ်းကျင်သူ) ၃

၇။ ပြည်ပမှ ပြည်တွင်းသို့ ယူဆောင်လာမည့် မတည် ရင်းနှီးမြှုပ်နှံမှုများတွင် ငွေသားဖြင့် ယူဆောင်မှု ပမာဏ (Capital in-Cash)၊ ရင်းနှီးပစ္စည်း အဖြစ်ယူဆောင် လာမည့် ရင်းနှီးငွေပမာဏ (Capital in-Kinds) တို့အား တိကျစွာခွဲခြားသတ်မှတ် ဖော်ပြပေးရန်(မြန်မာကျပ် နှင့် အမေရိကန် ဒေါ်လာ တို့ဖြင့်ဖော်ပြရန်) –

(က) ငွေသားဖြင့်ယူဆောင်မှုပမာဏ ....

(ခ) ပစ္စည်းအဖြစ်ယူဆောင်လာမည့် ....

ရင်းနှီးငွေပမာဏ ....

မှတ်ချက်။ ရင်းနှီးမြှုပ်နှံသူသည် ရင်းနှီးမြှုပ်နှံမှုနှင့် သက်ဆိုင်သော လျှို့ဝှက်ထိန်းသိမ်းရမည့် သတင်း အချက်အလက်များအား ထုတ်ပြန်ခြင်းမှ ရှောင်ကြဉ်ရန် ကော်မရှင်ထံ တင်ပြတောင်း ဆိုနိုင်သည်။

ကတိဝန်ခံချက်

အထက်ဖော်ပြပါ လျှောက်ထားသူမှပေးအပ်သည့် အချက်အလက်များအားလုံးသည် မှန်ကန်မှု ရှိပါကြောင်းအာမခံပါသည်။

ဤအဆိုပြုချက်တွင် ခွင့်ပြုမိန့်ထုတ်ပေးရန်အတွက် ကော်မရှင်မှ စိစစ်ရာ၌ လိုအပ်သည့် အချက်အလက်များကို လျှောက်ထားသူကပေးအပ်ရန် ပျက်ကွက်ပါက အဆိုပြုချက်ကို ငြင်းပယ်ခြင်း သို့မဟုတ် စိစစ်ရာ၌ မလိုလားအပ်သည့် နှောင့်နှေးကြန့်ကြာခြင်းတို့ ဖြစ်ပေါ်နိုင်ကြောင်း ကောင်းစွာ သဘောပေါက်နားလည်ပါသည်။

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်မှ ချမှတ်မည့် စည်းမျဉ်းစည်းကမ်းများကိုလည်း လိုက်နာမည်ဖြစ်ကြောင်းဝန်ခံကတိပြုအပ်ပါသည်။

လျှောက်ထားသူလက်မှတ်

အမည်

ရာထူး

ဌာန/ကုမ္ပဏီတံဆိပ်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

INNO POWER COMPANY LIMITED

Investment Structure

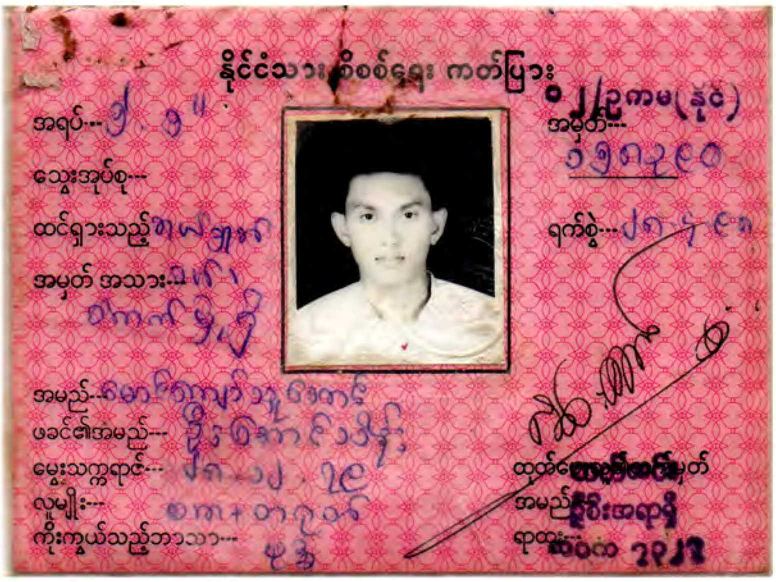
Item	Description	Price (KYAT)
1	Cash	1,297,196,200.00
2	Land Lease (for 1 year)	392,803,800.00
3	Office Equipment, Furniture & Fixture (local)	310,000,000.00
	Total	2,000,000,000.00

INNO POWER COMPANY LIMITED

Detail List of Furniture

Item	Description	Qty	Unit Price (Kyat)	Total Price (Kyat)
1	MD. Table	2	4,000,000	8,000,000
2	Classroom Table	400	100,000	40,000,000
3	Classroom Chair	400	100,000	40,000,000
4	Air-con	50	750,000	37,500,000
6	Computer	50	950,000	47,500,000
7	Projector	50	600,000	30,000,000
8	CCTV	150	50,000	7,500,000
9	Printer	25	450,000	11,250,000
10	Finger Print	30	350,000	10,500,000
12	Reception Counter	4	850,000	3,400,000
13	Projector Screen	50	150,000	7,500,000
14	Water cooler	30	130,000	3,900,000
15	Copier	4	5,000,000	20,000,000
16	TV	4	1,225,000	4,900,000
17	Teacher Table	50	45,000	2,250,000
18	Laptop	26	1,000,000	26,000,000
19	Cash Machine	5	300,000	1,500,000
21	Sofa Setter	5	500,000	2,500,000

22	Card Printer	1	1,700,000	1,700,000
24	DVD Player	20	30,000	600,000
25	White Board	50	70,000	3,500,000
	Total			310,000,000



နိုင်ငံသားစိစစ်ရေး ကတ်ပြား

အရပ်--- ၅' ၉"

သွေးအုပ်စု---

ထင်ရှားသည့်

အမှတ် အသား-

အမည်-

ဖခင်၏အမည်---

မွေးသက္ကရာဇ်---

လူမျိုး---

ကိုးကွယ်သည့်ဘာသာ---

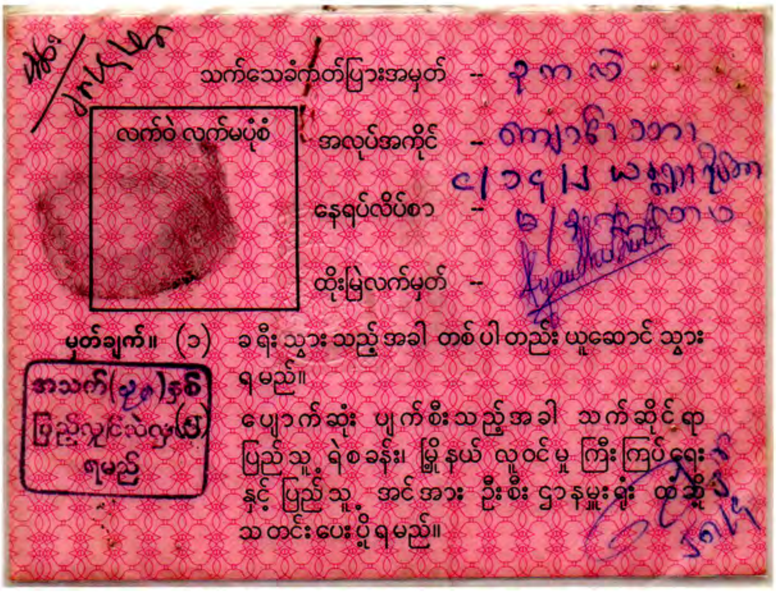
အမှတ်--- ၁၂/ဥကမ(နိုင်)

ရက်စွဲ---

ထုတ်ပေးသူအရာရှိလက်မှတ်

အမည် ဦး

ရာထူး



သက်သေခံကတ်ပြားအမှတ် -

လက်ဝဲ လက်မပုံစံ

အလုပ်အကိုင် -

နေရပ်လိပ်စာ -

ထိုးမြဲလက်မှတ် -

မှတ်ချက်။ (၁) ခရီးသွားသည့်အခါ တစ်ပါတည်း ယူဆောင်သွားရမည်။

(၂) ပျောက်ဆုံး ပျက်စီးသည့်အခါ သက်ဆိုင်ရာ ပြည်သူ့ရဲစခန်း၊ မြို့နယ် လူဝင်မှုကြီးကြပ်ရေးနှင့် ပြည်သူ့အင်အား ဦးစီးဌာနမှူးရုံးထံသို့ သတင်းပေးပို့ရမည်။

အသက်(၁၈)နှစ် ပြည့်လျှင်လဲလှယ်ရမည်

ကုမ္ပဏီမှတ်ပုံတင်လက်မှတ်

Certificate of Incorporation

အင်နိုပါဝါကုမ္ပဏီလီမိတက်

INNO POWER COMPANY LIMITED

Company Registration No. 101229157

မြန်မာနိုင်ငံကုမ္ပဏီများအက်ဥပဒေ ၁၉၁၄ ခုနှစ် အရ

အင်နိုပါဝါကုမ္ပဏီလီမိတက်

အား ၂၀၁၃ ခုနှစ် မေ ၂၂ ရက်နေ့တွင်

အစုရှယ်ယာအားဖြင့် တာဝန်ကန့်သတ်ထား သည့် အများနှင့်မသက်ဆိုင်သောကုမ္ပဏီ

အဖြစ် ဖွဲ့စည်းမှတ်ပုံတင်ခွင့် ပြုလိုက်သည်။

This is to certify that

INNO POWER COMPANY LIMITED

was incorporated under the Myanmar Companies Act 1914 on 22 May 2013 as a Private Company Limited by Shares.

ကုမ္ပဏီမှတ်ပုံတင်အရာရှိ

Registrar of Companies

ရင်းနှီးမြှုပ်နှံမှုနှင့်ကုမ္ပဏီများညွှန်ကြားမှုဦးစီးဌာန

Directorate of Investment and Company Administration

Former Registration No. 838/2013-2014

DIRECTORATE OF INVESTMENT AND COMPANY ADMINISTRATION (/en)

Myanmar Companies Online (MyCO)

English (/Corp/EntityProfile.aspx?id=fa2cfb75-8d42-4c7f-928e-b48f1ff5fbef&lang=en-US) | မြန်မာ (/Corp/EntityProfile.aspx?id=fa2cfb75-8d42-4c7f-928e-b48f1ff5fbef&lang=my-MM)

COMPANY PROFILE

+ NEW FILING | ORDER DOCUMENTS | PRINT CERTIFICATE

Company Name (English)

INNO POWER COMPANY LIMITED

Company Name (Myanmar)

အင်နိုပါဝါကုမ္ပဏီလီမိတက်

Registration Number

101229157

Registration Date

22/05/2013

Company Type

Private Company Limited by Shares

Status

Registered

Foreign Company

No

Small Company

Yes

FILING HISTORY (../FormControls/#CompanyProfileTabFilingHistory)

ADDRESSES (../FormControls/#CompanyProfileTabDetails)

OFFICERS (../FormControls/#CompanyProfileTabDirectors)

SHAREHOLDINGS (../FormControls/#CompanyProfileTabShares)

COMPANY AUTHORITY (../FormControls

/#CompanyProfileTabEntityAuthority)

MEMBERS (../FormControls/#CompanyProfileTabMembers)

DOCUMENTS (../FormControls/#CompanyProfileTabDocuments)

Document No.	Form/Filing Type	Filing Date	Effective Date
10047620010	B-1 - Application for re-registration of a private company limited by shares	21/08/2018	17/08/2018

() () ()

/#CompanyProfileTabEntityAuthority)

MEMBERS (../FormControls/#CompanyProfileTabMembers)

DOCUMENTS (../FormControls/#CompanyProfileTabDocuments)

Type	Address	Effective Date
Principal Place Of Business In Union		17/08/2018
Registered Office In Union	Bargayar Road No.(249),7th Floor Myay Ni gone,Sanchaung Township, Yangon, Myanmar	17/08/2018

() () ()

/#CompanyProfileTabEntityAuthority)

MEMBERS (../FormControls/#CompanyProfileTabMembers)

DOCUMENTS (../FormControls/#CompanyProfileTabDocuments)

Total Shares Issued by Company

500

Currency of Share Capital

MMK

ULTIMATE HOLDING COMPANY

Company Name

Registration Number

Jurisdiction of Incorporation

MMR

SHARE CAPITAL STRUCTURE

Share Class	Class Title	Total No. Shares	Total Amount Paid	Total Amount Unpaid
ORD	Ordinary	500	5,000,000	0

() () ()

/#CompanyProfileTabEntityAuthority)

MEMBERS (../FormControls/#CompanyProfileTabMembers)

DOCUMENTS (../FormControls/#CompanyProfileTabDocuments)

Individual Members

Name	Nationality	N.R.C / Passport Number
KYAW THU AUNG	Myanmar	12/OUKAMA(N)158390

Corporate Members

Name	Registration Number	Jurisdiction Of Incorporation

() () ()

DICA ADDRESS:
No. 1, Thitsar Road
Yankin Township, Yangon

PROUDLY SUPPORTED BY:

ADB | Japan Fund for Poverty Reduction | From the People of Japan

POWERED BY: Paradigm Apps

Officer Details

Officer Type
Director
Appointment Date
N/A
Effective Date

Full Name in English
KYAW THU AUNG
Former Name in English

Full Name in Myanmar

Former Name in Myanmar

Nationality
Myanmar
N.R.C (for Myanmar citizens)/Passport(for foreign individuals)
12/OUKAMA(N)158390
Other Nationalities, if applicable

Business Occupation

Gender
Male
Date of Birth
28/02/1979
Phone number
09420110999
Email address
kyawthuaung79@gmail.com
Address
Bagan Street
No.728
Shwepaukkan Myo Thit,(14)Ward,North Okkalapa Tsp, Yangon, Myanmar

/#CompanyProfileTabEntityAuthority)

MEMBERS (../FormControls/#CompanyProfileTabMembers)

DOCUMENTS (../FormControls/#CompanyProfileTabDocuments)

Name	Type	Nationality	N.R.C. (For Myanmar Citizens)	Effective Date
KYAW THU AUNG	Director	Myanmar	12/OUKAMA(N)158390	

() () ()

INNO POWER COMPANY LIMITED ၏ ဒါရိုက်တာစာရင်း

စဉ်	အမည်	မှတ်ပုံတင်အမှတ် (သို့မဟုတ်) နိုင်ငံကူးလက်မှတ် အမှတ်	နေရပ်လိပ်စာ	ရာထူး
၁။	ဦးကျော်သူအောင်	၁၂/ဥကမ(နိုင်)၁၅၈၃၉၀	အမှတ် ၇၂၈ ၊ ပုဂံလမ်း ၊ ရွှေပေါက်ကံမြို့သစ် ၊ ၁၄ ရပ်ကွက် ၊ မြောက်ဥက္ကလာပမြို့နယ် ၊ ရန်ကုန်။	Managing Director

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

မတည်ရင်းနှီးငွေနှင့် ရှယ်ယာပိုင်ဆိုင်မှုအချိုး

မတည်ရင်းနှီးငွေ - ၅,၀၀၀,၀၀၀ ကျပ်

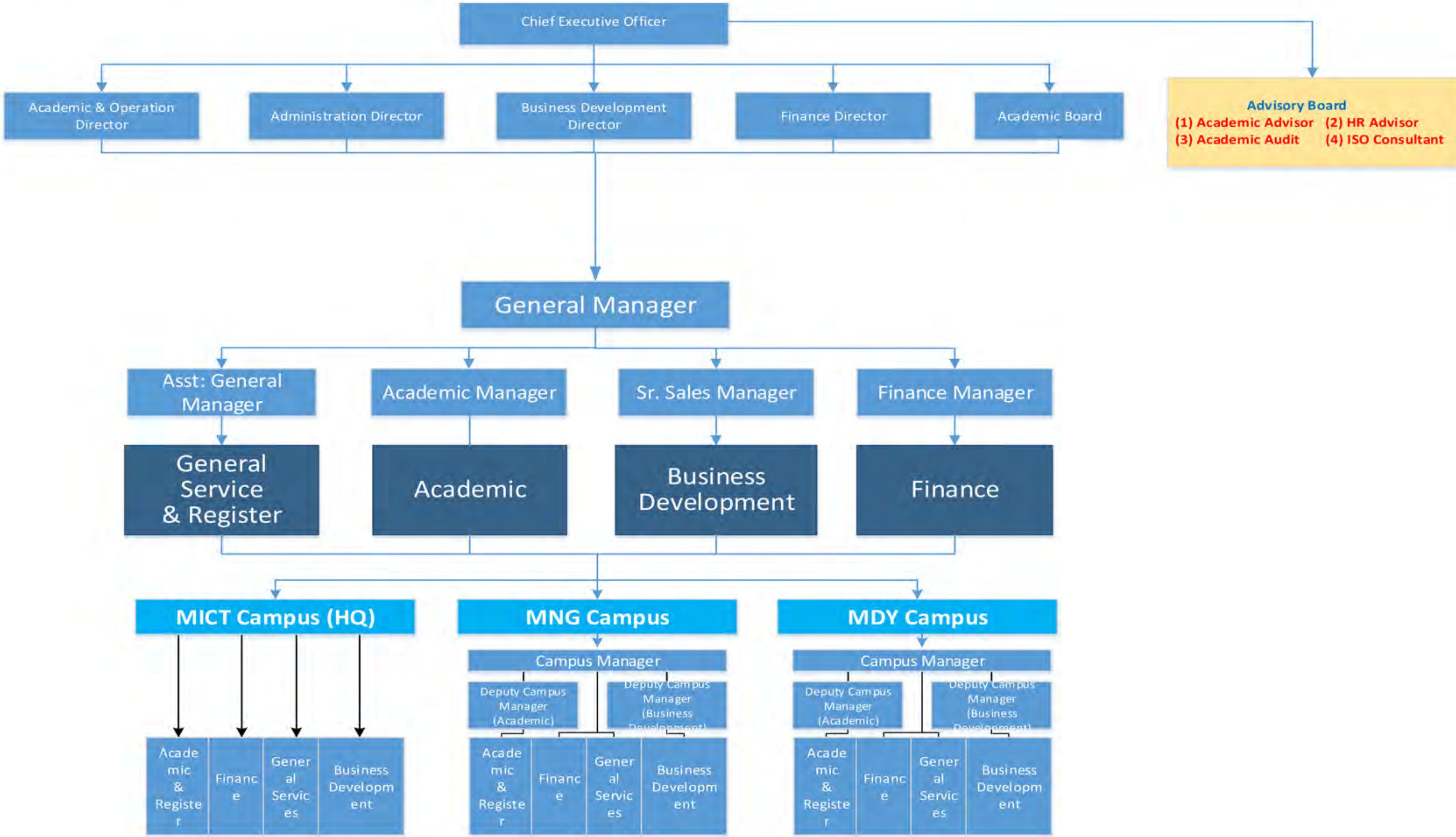
အစုရှယ်ယာအမျိုးအစားနှင့် တစ်စုတန်ဖိုး - တစ်စုလျှင်ကျပ် ၁၀,၀၀၀ တန်သာမန်အစုရှယ်ယာ

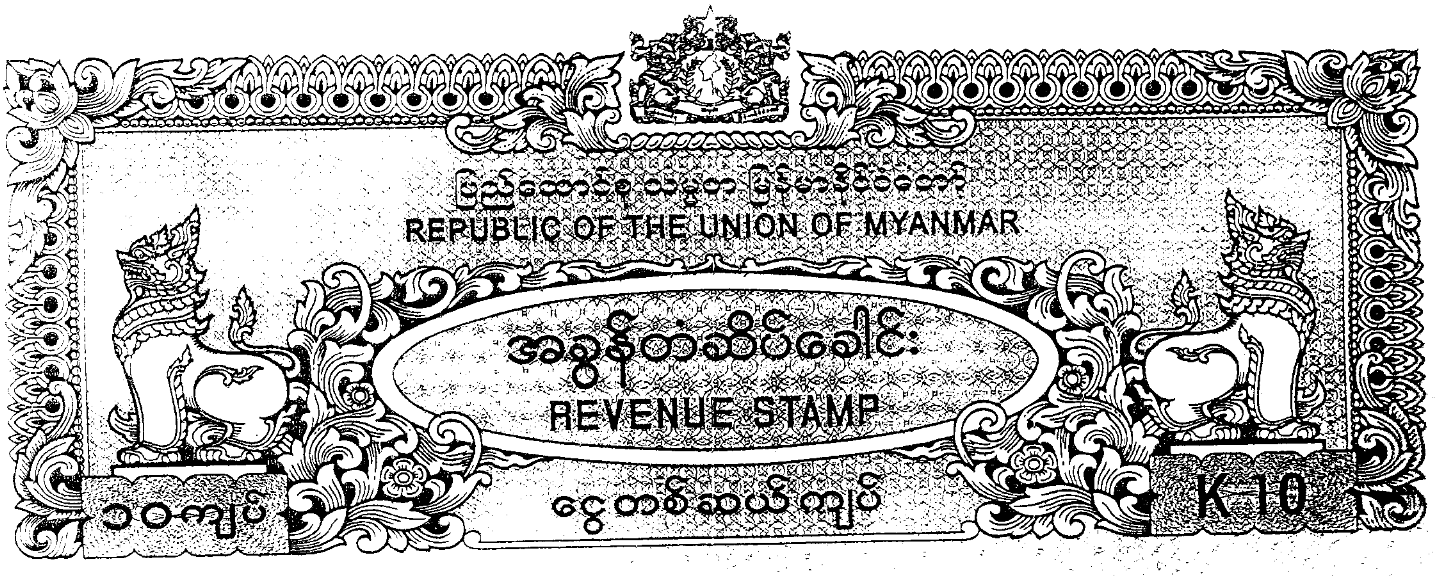
ထည့်ဝင်ပြီးမတည်ငွေရင်း - ၅၀၀ (ရှယ်ယာ)

စဉ်	ရှယ်ယာရှင်များ	မှတ်ပုံတင်အမှတ်	ရှယ်ယာအရေအတွက်နှင့် ရှယ်ယာရာခိုင်နှုန်းများ
၁။	ဦးကျော်သူအောင်	၁၂/ဥကမ(နိုင်)၁၅၈၃၉၀	၅၀၀ (shares) ၁၀၀ %

MYANMAR INTERNATIONAL BUSINESS ACADEMY

Organization Structure





<u>တိုက်ခန်း အစားထိုးယူခြင်း နှစ်ဦးသဘောတူ စာချုပ်</u>

ဤစာချုပ်ကို စာချုပ်ဝင် ပုဂ္ဂိုလ်များက ရန်ကုန်တိုင်းဒေသကြီးတွင် ၂၀၁၃ ခုနှစ်၊ မေလ (၇) ရက်နေ့တွင် အောက်ပါအတိုင်း ချုပ်ဆိုကြသည်။

၂၀၁၁ ခုနှစ်၊ ဇွန်လ (၈)ရက်နေ့ စာချုပ်အရ MICT Park မြေကွက်အမှတ်၊ (၂/က၊ ၁၀/က၊ ၉/ဆ၊ ၃/ခ) ပေါ်တွင် ဆောက်လုပ်လျှက်ရှိသော အဆောက်အဦး ရှစ်လုံးမှ တိုက်နံပါတ် (၈)၊ ပထမထပ်အား ဦးအောင်ဇော်မြင့် (၁၂/ဗဟန (နိုင်) ၀၃၇၇၄၃) Winner Computer Group ထံမှ ဦးအောင်အောင် (၉/မရမ (နိုင်) ၀၅၇၉၆၇) က တစ်ထပ်တရှယ်ယာထည့်၍ အသုံးပြုသူစီမံဆောင်ရွက်ခွင့် လွှဲပြောင်းယူခဲ့ပါသည်။

ဦးအောင်ဇော်မြင့် ၏ တောင်းဆိုမှုဖြင့် ၂၀၁၃ခုနှစ်၊ မေလ (၇)ရက်နေ့တွင် မူလ အသုံးပြုသူစီမံဆောင်ရွက်ခွင့် လွှဲပြောင်းယူရန် သဘောတူထားသော တိုက်နံပါတ် (၈)၊ ပထမထပ် အစား တိုက်နံပါတ် (၁)၊ စတုတ္ထထပ်အား ဦးအောင်အောင်မှ အစားထိုးယူရန် နှစ်ဦးသဘောတူ လက်မှတ်ရေးထိုးကြပါသည်။

ဤလွှဲပြောင်းမှုအပေါ် အရှုပ်အရှင်း တစ်စုံတစ်ရာရှိပါက ဦးအောင်ဇော်မြင့်မှ အားလုံးတာဝန်ယူ ဖြေရှင်း ပေးမည်ဟု ကတိပြုပါသည်။

ဦးအောင်ဇော်မြင့်
၁၂/ဗဟန (နိုင်) ၀၃၇၇၄၃
အမှတ်(၂၀၂)၊ ဦးဝိစာရလမ်း၊
ဗဟန်းမြို့နယ်၊ ရန်ကုန်မြို့။

ဦးအောင်အောင်
၉/မရမ (နိုင်) ၀၅၇၉၆၇
အမှတ်(၁၆)၊ (၂)လမ်း၊
လှိုင်ရတနာ့ဗွန်အိမ်ယာ၊ အင်းစိန်လမ်း၊
လှိုင်မြို့နယ်၊ ရန်ကုန်မြို့။

ပြည်ထောင်စုမြန်မာနိုင်ငံတော်

UNION OF MYANMAR

အခွန်တံဆိပ်ခေါင်း

REVENUE STAMP

၁၀ကျပ် ငွေတစ်ဆယ်ကျပ် K 10

Winner Computer Group ၏ (၆) ထပ်အဆောက်အဦးမှ ပထမထပ်အခန်း
(၁၄၄ ပေ x ၆၀ ပေ) အား အသုံးပြုသူစီမံ
ဆောင်ရွက်ခွင့်ကိုလွှဲပြောင်းပေးအပ်သည့် နှစ်ဦးသဘောတူစာချုပ်။

ဤစာချုပ်ကို စာချုပ်ဝင် ပုဂ္ဂိုလ်များက ရန်ကုန်တိုင်းဒေသကြီးတွင် ၂၀၁၁ခုနှစ်၊ ဇွန်လ (၈) ရက်နေ့တွင် အောက်ပါအတိုင်းချုပ်ဆိုကြသည်။

စာချုပ်အပိုဒ် (၁)

ရန်ကုန်တိုင်းဒေသကြီး၊ ရန်ကုန်မြို့၊ ဗဟန်းမြို့နယ်၊ ဦးဝိစာရလမ်း၊အမှတ်(၂၀၂) တွင် တည်ရှိသော Winner Computer Group (နောင်တွင် လွှဲပြောင်းပေးသူ ဟုဆက်လက်ခေါ်တွင် စေရမည်ဖြစ်သည်။) ၎င်း၏ ကိုယ်စား (၄.၄.၂၀၁၁) ရက်စွဲပါ Board of Director အစည်းအဝေး ဆုံးဖြတ်ချက်အရ ဦးအောင်ဇော်မြင့် (၁၂/ဗဟန(နိုင်) ၀၃၇၇၄၃) ကလက်မှတ်ရေးထိုးသည်။

ဤစာချုပ် တွင် ဆက်လက်ဖော်ပြသည်မှာလွှဲပြောင်းပေးသူဟုဆိုရာတွင် လွှဲပြောင်းသူ နှင့် ၎င်း ၏ ဆက်ခံသူများ ၊တရားဝင်ကိုယ်စားလှယ် များပါဝင် သည်ဟုမှတ်ယူရမည်။

တစ်ဖက်နှင့်

ရန်ကုန်တိုင်း ဒေသကြီး၊ ရန်ကုန်မြို့၊ လှိုင်မြို့နယ်၊ အင်းစိန်လမ်း၊ လှိုင်ရတနာမွန်အိမ်ရာ ၂၊ပေမ်း အမှတ်(၁၆) နေ ဦးအောင်အောင် (၉/မရမ(နိုင်) ၀၅၇၉၆၇) (နောင်တွင် ဆက်ခံသူ ဟုဆက်လက်ခေါ်တွင် စေရမည်ဖြစ်သည်။)

ဤစာချုပ် တွင် ဆက်လက်ဖော်ပြသည်မှာ လက်ခံသူဟုဆိုရာတွင် လက်ခံသူ နှင့် ၎င်း ၏ ဆက်ခံသူများ ၊တရားဝင်ကိုယ်စားလှယ် များပါဝင် သည်ဟုမှတ်ယူရမည်။

ကတခြား တစ်ဖက်တို့ သည်အောက်ပါအတိုင်း ဤသဘောတူစာချုပ် ကိုချုပ်ဆိုကြပါသည်။

စာချုပ်အပိုဒ် (၂)

လွှဲပြောင်းပေးသူ သည် မြန်မာအင်ဖိုတက်ပိုင်ဆိုင်သော (ရန်ကုန်တိုင်းဒေသကြီး လှိုင်မြို့နယ် ၊မြေတိုင်းရပ်ကွက်အမှတ် -(၂၄၊၂၅၊၂၆/ ကမာရွတ်) လူနေရပ်ကွက်အမှတ်
(၁၃က ၂/က ၁၀/ယ ၁/င)၊မြေကွက်အမှတ်- (၂/က၊၁၀/က၊၉/ဆ ၊ ၃/ခ)" အရနှစ်(၆၀) ဂရန်မြေ) ပေါ်တွင် (၁၄၄ ပေ x ၆၀ ပေ)အကျယ် ရှိသော (၆)ထပ်အဆောက်အဦးအား ဆောက်လုပ်ရန် အတွက် ပူးတွဲပါစာချုပ်အရ မြန်မာအင်ဖိုတက်ထံ မှတရားဝင် ခွင့်ပြုချက်ရရှိထားပြီးဖြစ်ပါသည်။

စာချုပ်အပိုဒ် (၃)

ဤ Winner Computer Group မှဆောက်လုပ်၍ (၃၀+၅+၅) နှစ်အသုံးပြုစီမံဆောင်ရွက် ခွင့် ရရှိထားသော (၆)ထပ် အဆောက်အဦးမှ (၁၄၄ ပေ x ၆၀ ပေ)အကျယ်ရှိသော ပထမထပ်အား လွှဲပြောင်းပေးသူက လက်ခံသူအား အောက်ဖော်ပြပါ အချက်များကို နှစ်ဦးသဘောတူကြသည်

ပြည်ထောင်စုမြန်မာနိုင်ငံတော်

UNION OF MYANMAR

အခွန်တံဆိပ်ခေါင်း

REVENUE STAMP

၁၀ကျပ် ငွေတစ်ဆယ်ကျပ် K 10

အလျောက်(၈.၆.၂၀၁၁)နေ့တွင် စာချုပ်ချုပ်၍ အသုံးပြုစိမ့် ဆောင်ရွက်ခွင့် ကို လွှဲပြောင်းပေးအပ်ပါသည်။

၁။ လွှဲပြောင်းပေးသူသည် စာချုပ်အပိုင်း(၂)တွင် ဖော်ပြထားသော ပူးတွဲစာချုပ်အရ ဤဖော်ပြအဆောက်အဦးအား (၃၀+၅+၅) နှင့် အသုံးပြုစိမ့် ဆောက်ရွက်ခွင့်ရှိကြောင်း အာမခံပါသည်။

၂။ လွှဲပြောင်းပေးသူမှ လက်ခံသူအား အထက်ဖော်ပြပါ အဆောက်အဦးမှ ပထမထပ် (၁၄၄ ပေ x ၆၀ ပေ) အား ကျပ်သိန်းနှစ်ထောင်ခုနစ်ရာတိတိဖြင့်(၃၀+၅+၅)နှစ်အသုံးပြုစိမ့် ဆောင်ရွက်ခွင့်ကို လွှဲပြောင်းပေးအပ်ပါသည်။

၃။ လွှဲပြောင်းပေးသူသည် ဤစာချုပ် ချုပ်ဆိုသည့်နေ့ (၈.၆.၂၀၁၁)တွင်လွှဲပြောင်းသူထံမှ စရံငွေကျပ်သိန်း ခုနစ်ရာတိတိ (၇၀၀,၀၀,၀၀၀/-) လက်ခံရရှိကြောင်း လက်ခံသူမှ ကျန်ငွေကျပ်သိန်းနှစ်ထောင် (၂၀၀၀,၀၀,၀၀၀/-) အား ၂၀၁၁ ခုနှစ် ဇူလိုင်လ ပထမအပတ်အတွင်း အပြီးသတ်ပေးချေရန် သဘောတူပါသည်။

၄။ လွှဲပြောင်းပေးသူသည် လက်ခံသူအား ၂၀၁၂ ဧပြီလတွင် ယင်းအလွှာအား [illegible] သဘောတူပါသည်။

၅။ လက်ခံသူသည် မူလအပိုဒ်(၂)တွင် ဖော်ပြထားသည့် ပူးတွဲစာချုပ်ပါအတိုင်း လွှဲပြောင်းပေးသူလိုက်နာသည့် စည်းကမ်းချက်များ အားလုံးကို လိုက်နာရန် သဘောတူပါသည်။ အထက်ဖော်ပြပါအချက်များအားလုံးကို နှစ်ဦးနှစ်ဘက်နားလည်ကာ သဘောတူညီကြသည့် အလျောက် အောက်ဖော်ပြပါ အသိသက်သေများ ရှေ့မှောက်တွင်(၈.၆.၂၀၁၁) ရက် တွင်စာချုပ် ချုပ်ဆိုပါသည်။

ဦးအောင်ဇော်မြင့်
၁၂/ဗဟန(နိုင်) ၀၃၇၇၄၃
၂၀၂ ဦးဝိစာရလမ်း ဗဟန်းမြို့နယ်
ရန်ကုန်မြို့။

ဦးအောင်အောင်
၉ /မရမ (နိုင်) ၀၅၇၉၆၇
၁၆၊ လှိုင်ရတနာမွန်အိမ်ရာ(၂)လမ်း၊
အင်းစိန်လမ်း၊ လှိုင်မြို့နယ်။

အသိသက်သေများ

ဒေါ်ခင်တိုးယဉ်
၁၂/ဗဟန(နိုင်) ၀၃၉၄၈၅
၂၀၂ ဦးဝိစာရလမ်း၊ ဗဟန်းမြို့နယ်
ရန်ကုန်မြို့။

[illegible]

ရမ်းခြင်းသဘောတူစာချုပ်

Myanmar Computer Federation (MCF)

အလုပ်အမှုဆောင်အဖွဲ့အစည်းအဝေးဆုံးဖြတ်ချက်အရ၊ ဦးခွန်ဦး၊ နိုင်ငံသားစိစစ်ရေးကဒ်ပြားအမှတ် ၁၂/သဃက(နိုင်)ဂ၂၁ဂ၅၉၊ ဥက္ကဋ္ဌ၊ မြန်မာနိုင်ငံကွန်ပျူတာအသင်းချုပ် က အသင်းကိုယ်စား လက်မှတ်ရေးထိုးပါသည်။ (ဤမှနောင်တွင် "အငှားချထားသူ (ပိုင်ဆိုင်သူ)" ဟု ခေါ်ဆိုရမည်။)

နှင့်

Inno Power Co., Ltd

ဒါရိုက်တာအဖွဲ့အစည်းအဝေးဆုံးဖြတ်ချက်အရ၊ ဦးကျော်သူအောင်၊ နိုင်ငံသားစိစစ်ရေးကဒ်ပြားအမှတ် ၁၂/ဥကမ(နိုင်) ၁၅၈၃၉၀၊ Managing Director, Inno Power Co., Ltd က ကိုယ်စားလက်မှတ်ရေးထိုးပါသည်။ (ဤမှ နောင်တွင် "ငှားရမ်းသူ" ဟု ခေါ်ဆိုရမည်။)

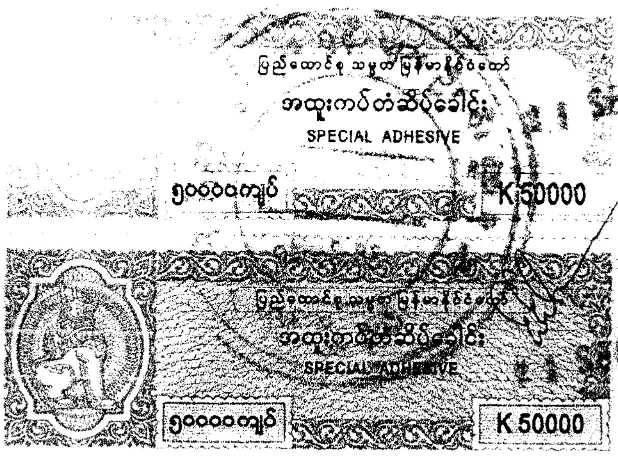
တို့ မှ အောက်ပါစည်းကမ်းချက်များနှင့် ချုပ်ဆိုကြပါသည်။

(အထက်ဖော်ပြပါ အငှားချထားသူ (ပိုင်ဆိုင်သူ) နှင့် ငှားရမ်းသူဆိုရာ၌ ယင်းတို့၏ အမွေစားအမွေခံများ ၊ ဥပဒေအရ လွှဲအပ်ခြင်းခံရသူများနှင့် တရားဝင်ကိုယ်စားလှယ်များ ပါဝင်သည်ဟု မှတ်ယူရမည်။)

ငှားရမ်းသည့်အဆောက်အဦ/ရုံးခန်း။	။ ရန်ကုန်တိုင်းဒေသကြီး ၊ လှိုင်မြို့နယ် ၊ တက္ကသိုလ်များလှိုင်နယ်မြေ ၊ MICT PARK၊ အဆောင်(၉)ပထမထပ်၊ အကျယ်(၄၆၈၀ စတုရန်းပေ)
ပါဝင်သည့်ပစ္စည်းများ ။	။ ရုံးခန်း Hall Type
ငှားရမ်းသည့်ကာလ ။	။ ၂၀၁၇ ခုနှစ်၊ အောက်တိုဘာလ (၁) ရက်နေ့ မှစ၍ ၂၀၂၀ ခုနှစ်၊ စက်တင်ဘာလ (၃၀) ရက်နေ့ အထိ (၃) နှစ်
ရုံးခန်းပြင်ဆင်သည့်ကာလ ။	။ ငှားရမ်းသူမှ ထိုအခန်းအား ပြင်ဆင်နိုင်ရန်အတွက် ပြင်ဆင်ချိန် (၁.၉.၂၀၁၇)ရက်နေ့ မှ (၃၀.၉.၂၀၁၇) ရက်နေ့ အထိ တစ်လ စာ အခန်းငှားရမ်းခ ကင်းလွတ်ပေးရန်။ (လျှပ်စစ်မီတာခ၊ သန့်ရှင်းရေးအခွန်အခများ ပေးဆောင်ရန်။)
	။ (က) (၁.၁၀.၂၀၁၇) မှ (၃၀.၉.၂၀၁၈) နေ့အထိ ပထမ(၁)နှစ် အတွက် တစ်စတုရန်းပေ လျှင် တစ်ထောင့်ရှစ်ရာကျပ် (ကျပ် ၁,၈၀၀/-) နှုန်း
	(ခ) (၁.၁၀.၂၀၁၈) မှ (၃၀.၉.၂၀၁၉) နေ့အထိ ကာလ အတွက် တစ်စတုရန်းပေ လျှင် တစ်ထောင့်ကိုးရာရှစ်ဆယ်ကျပ် (ကျပ် ၁,၉၈၀/-) နှုန်း
	(ဂ) (၁.၁၀.၂၀၁၉) မှ (၃၀.၉.၂၀၂၀) နေ့အထိ ကာလ အတွက် တစ်စတုရန်းပေ လျှင် နှစ်ထောင့်တစ်ရာခုနစ်ဆယ့်ရှစ်ကျပ် (ကျပ် ၂၁၇၈/-)နှုန်း

ငှားရမ်းခပေးချေမှု ။ ။ (က) ပထမတစ်နှစ်အတွက် ပထမ(၆)လ ငှားရမ်းခ (ကျပ်၅၀,၅၄၄,၀၀၀/-) ကို စာချုပ်ချုပ်သည့် (၃၁.၈.၂၀၁၇) နေ့တွင် ပေးချေရန်နှင့် ကျန် (၆)လစာ ငှားရမ်းခ (ကျပ်၅၁,၅၄၄,၀၀၀/-) ကို (၃၁.၁.၂၀၁၈) နေ့တွင် ပေးချေရန်။

(ခ) သက်တမ်းတိုးနှစ်များတွင် ငှားရမ်းထားသည့်ကာလ မကုန်ဆုံးမီ ရက်ပေါင်း(၃၀) အတွင်း တစ်နှစ်စာ ငှားရမ်းခကို ပေးချေရန်။



။ သက်တမ်းတိုးနှစ်များ အတွက် တစ်နှစ်လျှင် တစ်ကြိမ် စာချုပ်ချုပ်ဆို ရန်။

အဆောက်အဦအငှားချထားသူ (ပိုင်ရှင်) သည် ၎င်း ငှားရမ်းခွင့်ရှိသော အထက်ပါ အဆောက်အဦရုံးခန်းကို ဖော်ပြပါနှုန်းထားဖြင့် ငှားရမ်းရန် ကမ်းလှမ်းချက်ကို ငှားရမ်းသူမှ သဘောတူလက်ခံသဖြင့် ဤငှားရမ်းခြင်း စာချုပ်ကိုအောက်ပါ စည်းကမ်းချက်များ သတ်မှတ်၍ နှစ်ဦးသဘောတူပြုလုပ်ချုပ်ဆိုကြပါသည်။

၂။ **ငှားရမ်းသူမှ လိုက်နာဆောင်ရွက်ရန် အချက်များနှင့် သဘောတူညီချက်များ**

(က) ရုံးခန်းငှားရမ်းခြင်းနှင့် သက်ဆိုင်သည့် ကုန်သွယ်လုပ်ငန်းခွန် (Commercial Tax 5%) အား ငှားရမ်းသူမှ အငှားချထားသူသို့ ပေးဆောင်ရမည် ဖြစ်ပါသည်။ ရုံးခန်းငှားရမ်းခြင်းနှင့် သက်ဆိုင်သည့် တံဆိပ်ခေါင်းခွန် (Stamp Duty) အားငှားရမ်းသူမှ ကျခံ ဆောင်ရွက်ရမည် ဖြစ်သည်။

(ခ) ငှားရမ်းသူသည် ငှားရမ်းသည့် ရုံးခန်းအား ICT နှင့် ပတ်သက်သောလုပ်ငန်းများဆောင်ရွက်ရန် အတွက်သာ အသုံးပြုရန် သဘောတူပါသည်။

(ဂ) ငှားရမ်းသူသည် ကုန်ဆုံးပြီးလ၏ လျှပ်စစ်မီတာခနှင့် သန့်ရှင်းရေးအခွန်အခများကို MICTDC မှ သတ်မှတ်နှုန်းထားဖြင့် လစဉ် (၂၅) ရက်နေ့ မတိုင်ခင် နောက်ဆုံးထား၍ ပေးဆောင်ရန်။ (မပေးဆောင်ပါက လျှပ်စစ်ဓါတ်အား ဖြတ်တောက်ခြင်းခံရမည်)

(ဃ) တယ်လီဖုန်းနှင့် အင်တာနက်တပ်ဆင်ခြင်း ၊ အခကြေးငွေပေးဆောင်ခြင်းများကို သက်ဆိုင်ရာ Service Provider များနှင့် သီးသန့် ဆက်သွယ်ဆောင်ရွက်ရန်။

(င) လိုအပ်၍ ရုံးခန်းအတွင်း ပြင်ဆင်လိုပါက အငှားချထားသူ၏ ခွင့်ပြုချက်ကို ရယူပြီး ရုံးခန်းအတွင်း မူလ(Structure)ကို မထိခိုက်စေသော ပြင်ဆင်မှုများကို ငှားရမ်းသူ၏ စရိတ်ဖြင့် ဆောင်ရွက် နိုင်သည်။ ငှားရမ်းမှုကာလပြီးဆုံး၍ အခန်းပြန်လည်အပ်နှံလျှင် မူလအနေအထား (သို့တည်း မဟုတ်) အငှားချထားသူ(ပိုင်ဆိုင်သူ) ဘက်မှ တောင်းဆိုသည့်အတိုင်း ငှားရမ်းသူ၏ စရိတ်ဖြင့် ပြန်လည်ပြင်ဆင်ပေးရန်၊ ထို့ပြင် ငှားရမ်းသူပိုင်ပစ္စည်းများ အားလုံးကိုလည်း အငှားချထားသူ၏ ဥပစာမှ ဖယ်ရှားပေးရမည်။ အကယ်၍ ငှားရမ်းမှုကာလကုန်ဆုံးချိန်တွင် ငှားရမ်းသူမှ မိမိပိုင် ပစ္စည်းများအား ယူဆောင်သွားခြင်းမရှိပါက အဆိုပါပစ္စည်းများအား စွန့်ပစ်ပစ္စည်းဟုမှတ်ယူပြီး MCF မှ သင့်တော်သလို ဆောင်ရွက်သွားပါမည်။

(စ) ရုံးချိန်ပြင်ပတွင် လုပ်ငန်းများဆောင်ရွက်ခြင်းနှင့် ရုံးစောင့်ထားခြင်းများအတွက် သက်ဆိုင်ရာ နှင့် MCF ရုံးအဖွဲ့သို့ စာရင်းပေးပို့ အကြောင်းကြားရန်။

(ဆ) ငှားရမ်းသူမှ အခြား [illegible] ရောင်းချခြင်း၊ ပေါင်နှံခြင်း၊ ပေးကမ်းခြင်း၊ တစ်နည်းနည်းဖြင့် လွှဲပြောင်းခြင်းများ မပြုလုပ်ရန်။ (စစ်ဆေးတွေ့ရှိပါက ငှားရမ်းထားသောအခန်းအား MCF မှ ပြန်လည်သိမ်းယူမည်ဖြစ်ပြီး ကြိုတင်ပေးချေထားသည့် ငှားရမ်းခငွေများကို ငှားရမ်းသူသို့ ပြန်လည်ပေးအပ်ခြင်း ပြုရန်မလိုဘဲ သိမ်းယူနိုင်သည်။)

(ဇ) အခန်းစတင်ငှားရမ်းချိန်ကပင် တပ်ဆင်ထားပြီးဖြစ်သော လျှပ်စစ်မီးချောင်း၊ မီးခလုပ်များ ပစ္စည်းများ ပျက်စီးမှုရှိပါက ငှားရမ်းသူ၏ စရိတ်ဖြင့် မူလအတိုင်းပြင်ဆင်ပေးရန် ။

(ဈ) Aircon များ၊ လျှပ်စစ်ပစ္စည်းများအား ငှားရမ်းသူ က မိမိအစီအစဉ်ဖြင့် တပ်ဆင်လိုပါက MCF ရုံးအဖွဲ့သို့ အကြောင်းကြားပြီး ခွင့်ပြုချက်ရမှသာ တပ်ဆင် အသုံးပြုရန်။

(ည) ငှားရမ်းထားသည့်အခန်းတွင် ဥပဒေနှင့် ဆန့်ကျင်သော ကိစ္စရပ်များ နေထိုင်မှုများ မပြုလုပ်ရန်၊ အကယ်၍ ဥပဒေနှင့် ဆန့်ကျင်သောကိစ္စရပ်များ တစ်စုံတစ်ရာကြောင့် အခန်းချိတ်ပိတ်ခံရပါက ပေးချေပြီး ငှားရမ်းခကြိုတင်ငွေများကို ဆုံးရှုံးခံရမည်ဖြစ်ပြီး ငှားရမ်းမှု ရပ်စဲ သွားမည့်အပြင် အဆိုပါကိစ္စနှင့် စပ်လျဉ်း၍ ပေါ်ပေါက်လာသောကိစ္စရပ်များကို ပြီးဆုံး ပြေလည်သည် အထိ ငှားရမ်းသူမှ မိမိစရိတ်ဖြင့် လိုက်လံဖြေရှင်းပေးရမည်ဖြစ်ပြီး ထိုသို့ ချိတ်ပိတ် ခံရမှု ကြောင့် အငှားချထားသူ(ပိုင်ဆိုင်သူ)မှ ထိုအခန်းအတွက် ရရှိနိုင်သည့် ငှားရမ်းခငွေ (ဈေးကွက်ပေါက်ဈေးအရ)ကို အဆိုပါကိစ္စရပ်များ ပြီးဆုံးပြေလည်သည် အထိ တွက်ချက်ပေးလျော်ရမည့်အပြင် အခြားနစ်နာဆုံးရှုံးမှု မှန်သမျှကိုလည်း လျော်ကြေးငွေအဖြစ် ပေးလျော်ရန်။

(ဋ) ငှားရမ်းကာလကုန်ဆုံးပြီးနောက် အငှားချထားသည့် အခန်းကိုအငှားချထားသူသို့ လက်ရောက်ပြန်လည်ပေးအပ်ရာတွင် ငှားရမ်းသူမှ ထိုအခန်းနှင့် ပတ်သက်သည့် အခွန်အခများနှင့် သက်ဆိုင်ရာ Service Provider များမှ ရယူသုံးစွဲထားသော တယ်လီဖုန်း၊ အင်တာနက် တပ်ဆင်သုံးစွဲခြင်း အတွက် ပေးဆောင်ရန်အခွန်အခများ ကင်းရှင်းမှသာ ငှားရမ်းထားသည့် အခန်းအပ်နှံခြင်းကို လက်ခံမည်ဖြစ်သည်။

အငှားချထားသူ(ပိုင်ဆိုင်သူ) ဘက်မှ ဆောင်ရွက်ပေးရန်အချက်များ

(က) ရုံးခန်းအတွင်း သန့်ရှင်းမှုမှ အပ၊ MICTDC ဝင်းအတွင်း သန့်ရှင်းမှု၊ ထိန်းသိမ်းမှုများ ဆောင်ရွက်ပေးရန်။

(ခ) ရုံးခန်းအတွင်းမှ အပ MICTDC ဝင်းအတွင်း လုံခြုံရေးကို ဆောင်ရွက်ပေးရန်။

(ဂ) ရုံးဖွင့်ရက် (တနင်္လာနေ့ မှ သောကြာနေ့) များတွင် နံနက် ၈:၀၀ နာရီ မှ ည ၉:၀၀ နာရီ အတွင်း လျှပ်စစ်မီးပြတ်တောက်ခဲ့ပါက မီးစက်မောင်းနှင်ပေးရန်။

(ဃ) ငှားရမ်းသူမှ အခန်းပြန်လည်အပ်နှံလျှင် မူလအတိုင်းပြင်ဆင်ပြီးကြောင်း MCF မှ အလုပ်အမှုဆောင်အဖွဲ့၏ ထောက်ခံချက်ရရှိမှသာ ပြန်လည်အပ်နှံရန်။

၄။ အထွေထွေ

(က) ငှားရမ်းသူဘက်မှ အထက်ဖော်ပြပါ စည်းကမ်းတစ်ရပ်ရပ်ကို ဖောက်ဖျက်လျှင် အငှားချထားသူ (ပိုင်ရှင်)ဘက်မှ ရုံးခန်းငှားရမ်းခြင်းကို ရပ်ဆိုင်းပိုင်ခွင့်၊ ရုံးခန်း ပြန်လည်သိမ်းယူခွင့် ရှိကြောင်း ငှားရမ်းသူမှ သဘောတူပါသည်။

"နှစ်ဦးသဘောတူ ရုံးခန်းငှားရမ်းခြင်း သဘောတူစာချုပ်"

နေ့စွဲ။ ။၂၀၁၉ ခုနှစ်၊ ၁ လ၊ ၃၀ ရက်။

ရုံးခန်းပိုင်ရှင် ။ ။ ဦးအောင်အောင်
၉/မရမ(နိုင်)၀၅၇၉၆၇
အမှတ်(၁၆)၊ (၂)လမ်း၊ လှိုင်ရတနာမွန်အိမ်ယာ၊ (၁၂)ရပ်ကွက်၊ လှိုင်မြို့နယ်၊
ရန်ကုန်မြို့။

ရုံးခန်းငှားရမ်းသူ ။ ။ Innopower Co.,Ltd.
အမှတ် (၂၄၉)၊ (၇)လွှာ၊ တားဂရာလမ်း၊ မြေနီကုန်း၊ စမ်းချောင်းမြို့နယ်၊
ရန်ကုန်မြို့။

(၎င်း၏ ကိုယ်စား ဦးကျော်သူအောင် မှတ်ပုံတင်အမှတ်-၁၂/ဥကမ(နိုင်)၁၅၈၃၉၀က ကိုယ်စားပြု လက်မှတ်ရေးထိုးပါသည်။)

ငှားရမ်းသည့် ရုံးခန်း။ ။ ရန်ကုန်တိုင်းဒေသကြီး၊ လှိုင်မြို့နယ်၊ တက္ကသိုလ်များ လှိုင်နယ်မြေ၊ MICT Park၊ အဆောက်(၉) စတုတ္ထထပ်၊ အကျယ်(၆,၀၀၀ စတုရန်းပေ)။

ငှားရမ်းသည့်ကာလ။ ။ ၂၀၁၉ခုနှစ်၊ မေလ၊ (၁)ရက်နေ့မှ စ၍ ၂၀၂၆ခုနှစ်၊ ဧပြီလ(၃၀)ရက် နေ့အထိ (၇)နှစ်။

ငှားရမ်းခ။ ။ ငှားရမ်းခကို ကျသင့်နှုန်းထားအတိုင်း တစ်နှစ်လျှင် တစ်ကြိမ်ပေးချေမည်ဖြစ်ပါသည်။ ကျန်သဘောတူညီချက်များကို အထက်ဖော်ပြပါ ရုံးခန်းငှားရမ်းခြင်း သဘောတူစာချုပ်ပါ စကားရပ်အတိုင်းများအတိုင်း သိရှိနားလည် သဘောတူပါသည်။

အထက်ဖော်ပြပါ အချက်အလက်များကို အငှားချထားသူ (ပိုင်ဆိုင်သူ)နှင့် ငှားရမ်းသူတို့ နှစ်ဦးနှစ်ဖက်ကောင်းစွာ နားလည်သဘောပေါက်ကြ၍ အောက်ဖော်ပြပါ အသိသက်သေများရှေ့တွင် လက်မှတ်ရေးထိုး၍ ဤရုံးခန်း ငှားရမ်းခြင်းစာချုပ်ကို ချုပ်ဆိုကြပါသည်။

အငှားချထားသူ

ဦးအောင်အောင်
၉/မရမ(နိုင်)၀၅၇၉၆၇

ငှားရမ်းသူ

Kyaw Thu Aung
Managing Director
Innopower Company Limited

အသိသက်သေများ

"နှစ်ဦးသဘောတူ ရုံးခန်းငှားရမ်းခြင်း သဘောတူစာချုပ်"

နေ့စွဲ။ ။၂၀၁၉ ခုနှစ်၊ ၁ လ၊ ၃၀ ရက်။

ရုံးခန်းပိုင်ရှင် ။ ။ ဦးအောင်အောင်
၉/မရမ(နိုင်)၀၅၇၉၆၇
အမှတ်(၁၆)၊ (၂)လမ်း၊ လှိုင်ရတနာမွန်အိမ်ယာ၊ (၁၂)ရပ်ကွက်၊ လှိုင်မြို့နယ်၊
ရန်ကုန်မြို့။

ရုံးခန်းငှားရမ်းသူ ။ ။ Innopower Co.,Ltd.
အမှတ် (၂၄၉)၊ (၇)လွှာ၊ ဘားဂရာလမ်း၊ မြေနီကုန်း၊ စမ်းချောင်းမြို့နယ်၊
ရန်ကုန်မြို့။

(၎င်း၏ ကိုယ်စား ဦးကျော်သူအောင် မှတ်ပုံတင်အမှတ်-၁၂/ဥကမ(နိုင်)၁၅၈၃၉၀က ကိုယ်စားပြု လက်မှတ်ရေးထိုးပါသည်။)

ငှားရမ်းသည့် ရုံးခန်း။ ။ ရန်ကုန်တိုင်းဒေသကြီး၊ လှိုင်မြို့နယ်၊ တက္ကသိုလ်များ လှိုင်နယ်မြေ၊ MICT Park၊ အဆောင်(၉) စတုတ္ထထပ်၊ အကျယ်(၆,၀၀၀ စတုရန်းပေ)။

ငှားရမ်းသည့်ကာလ။ ။ ၂၀၁၉ခုနှစ်၊ မေလ၊ (၁)ရက်နေ့မှ စ၍ ၂၀၂၆ခုနှစ်၊ ဧပြီလ(၃၀)ရက် နေ့အထိ (၇)နှစ်။

ငှားရမ်းခ။ ။ ငှားရမ်းခကို ကျသင့်နှုန်းထားအတိုင်း တစ်နှစ်လျှင် တစ်ကြိမ်ပေးချေမည်ဖြစ်ပါသည်။ ကျန်သဘောတူညီချက်များကို အထက်ဖော်ပြပါ ရုံးခန်းငှားရမ်းခြင်း သဘောတူစာချုပ်ပါ စကားရပ်အတိုင်းများအတိုင်း သိရှိနားလည် သဘောတူပါသည်။

အထက်ဖော်ပြပါ အချက်အလက်များကို အငှားချထားသူ (ပိုင်ဆိုင်သူ)နှင့် ငှားရမ်းသူတို့ နှစ်ဦးနှစ်ဖက်ကောင်းစွာ နားလည်သဘောပေါက်ကြ၍ အောက်ဖော်ပြပါ အသိသက်သေများရှေ့တွင် လက်မှတ်ရေးထိုး၍ ဤရုံးခန်း ငှားရမ်းခြင်းစာချုပ်ကို ချုပ်ဆိုကြပါသည်။

အငှားချထားသူ

ဦးအောင်အောင်
၉/မရမ(နိုင်)၀၅၇၉၆၇

ငှားရမ်းသူ

Kyaw Thu Aung
Managing Director
Innopower Company Limited

အသိသက်သေများ

နှစ်ဦးသဘောတူ ရုံးခန်းငှားရမ်းခြင်း ကတိစာချုပ်

ဤစာချုပ်ကို တရားဝင်သက်သေအထောက်အထားဖြစ်စေခြင်းငှာ ၂၀၁၈ ခုနှစ်၊ ဧပြီလ (၃) ရက်နေ့တွင် အောက်ပါ စည်းမျည်းစည်းကမ်းများနှင့်အညီ ဤနှစ်ဦးသဘောတူ ရုံးခန်းငှားရမ်းခြင်း ကတိစာချုပ်ကို ပြုလုပ် ချုပ်ဆိုကြပါသည်။

ရုံးခန်းပိုင်ရှင် ။ ။ ဦးအောင်အောင်

၉/မရမ (နိုင်) ၀၅၇၉၆၇

အမှတ် (၁၆) ၊ (၂) လမ်း၊ လှိုင်ရတနာမွန်အိမ်ယာ၊ (၁၂) ရပ်ကွက်၊ လှိုင်မြို့နယ်၊ ရန်ကုန်မြို့။

ရုံးခန်းငှားရမ်းသူ ။ ။ Innopower Co., Ltd.

အမှတ် (၂၄၉) ၊ (၇) လွှာ ၊ ဗားဂရာလမ်း ၊ မြေနီကုန်း ၊ စမ်းချောင်းမြို့နယ် ၊ ရန်ကုန်မြို့။

(၎င်း၏ ကိုယ်စား ဦးကျော်သူအောင် မှတ်ပုံတင်အမှတ်- ၁၂/ဥကမ (နိုင်) ၁၅၈၃၉၀ က ကိုယ်စားပြုလက်မှတ် ရေးထိုး ပါသည်။)

အထက်အမည်ပါ **ရုံးခန်းပိုင်ရှင်** နှင့် **ရုံးခန်းငှားရမ်းသူ** ဟုဆိုရာတွင် ၎င်းတို့ကိုယ်တိုင်နှင့်တကွ ၎င်းတို့အသီးသီး၏အမွေစား အမွေခံများ၊ ၎င်းတို့လုပ်ငန်းအားတည်ဆဲဥပဒေနှင့် အညီတရားဝင် ဆက်ခံ ပိုင်ခွင့်ရှိသူများ ၎င်းတို့၏ တရားဝင် ကိုယ်စားလှယ်များ နှင့် တရားဝင်ပိုင်ဆိုင် အကျိုးခံစားခွင့်ရှိသူများအားလုံး ပါဝင်သည်ဟု ဥပဒေအရ မှတ်ယူမည်။

၁။ ရန်ကုန်တိုင်းဒေသကြီး၊ လှိုင်မြို့နယ်၊ မြန်မာအင်ဖိုတက်၊ တက္ကသိုလ်များလှိုင်မြို့နယ်မြေ အတွင်းရှိ အဆောင်(၉) ၊ အလွှာ(၄) ဟုခေါ်တွင်သော အဆောက်အဦး၏ တစ်စိတ်တစ်ပိုင်းဖြစ်သော အသုံးဂြုနရိယာ စတုရန်းပေ ၃,၃၀၀ ခန့်အား (၁) နှစ်အထိ ငှားရမ်း ချုပ်ဆိုသွားပါမည်။ ဤစာချုပ်တွင်ပါဝင်သော ငှားရမ်းသွားမည့် ရုံးခန်းသည် ရုံးခန်းပိုင်ရှင်ဟု ခေါ်တွင်သည့် ဦးအောင်အောင် နှင့် MICTDC တို့က အကျိုးတူ ပူးပေါင်းဆောင်ရွက်၍ ပိုင်ဆိုင်သည့် အခန်းဖြစ်ကြောင်း၊ ယခုငှားရမ်းသည့် ရုံးခန်းများသည် ရုံးခန်းပိုင်ရှင် မှ ငှားရမ်းပိုင်ခွင့်ရှိသော အခန်းများဖြစ်ကြောင်း ထုတ်ဖော်ဝန်ခံလျက် အောက်ပါစည်းကမ်းများအတိုင်း နှစ်ချုပ်စနစ်ဖြင့် ငှားရမ်းရန် ရုံးခန်းပိုင်ရှင်နှင့် ရုံးခန်းငှားရမ်းသူတို့က သဘောတူကြကြောင်း ဤစာချုပ်ဖြင့် ဝန်ခံကတိပြုကြပါသည်။

၂။ ငှားရမ်းသည့်ရုံးခန်းသည် (Building 9, 4th floor, MICT Park, Hlaing Township, Yangon) ရှိ အသုံးချဧရိယာ စတုရန်းပေ ၃,၃၀၀ ခန့်ကျယ်ဝန်းသော အခန်းနေရာဖြစ်သည်။ ရုံးခန်း ငှားရမ်းသူသည် ကျောင်းလုပ်ငန်း လုပ်ကိုင်ရန်ငှားရမ်းခြင်းဖြစ်ပါသည်။

၃။ ငှားရမ်းသည့်အချိန်ကာလသည် (၁၊ မေလ၊ ၂၀၁၈) မှ (၃၀၊ ဧပြီလ၊ ၂၀၁၉) ရက်နေ့အထိ (၁)နှစ်တိတိ ငှားရန် ရုံးခန်းပိုင်ရှင်နှင့် ရုံးခန်းငှားရမ်းသူတို့က သဘောတူကြပါသည်။

၄။ ရုံးခန်းငှားရမ်းသူမှ လိုက်နာဆောင်ရွက်ရန်အချက်များနှင့်သဘောတူညီချက်များ

(က) ရုံးခန်းငှားရမ်းသူ၏ လုပ်ငန်းများနှင့်သက်ဆိုင်သော လုပ်ငန်းအခွန်အခများ၊ ဌာနဆိုင်ရာများမှ ကောက်ခံသောအခွန်များ စသည့် မည့်သည့် အခွန်အခမျိုးကိုမဆို ရုံးခန်းငှားရမ်းသူမှ မိမိအစီအစဉ်ဖြင့် ပေးဆောင်စေရမည်။

(ခ) ရုံးခန်းငှားရမ်းသူက ရုံးခန်းပြုပြင်မွမ်းမံခြင်းကို ရုံးခန်းပိုင်ရှင်၏ခွင့်ပြုချက်ရယူပြီး မိမိ၏ အစီအစဉ်ဖြင့် ပြင်ဆင်ရမည်။

(ဂ) တယ်လီဖုန်းနှင့်အင်တာနက်လိုင်းတပ်ဆင်ခြင်းနှင့် အခကြေးငွေပေးဆောင်ခြင်းကို မြန်မာ့ ဆက်သွယ်ရေး လုပ်ငန်း၊ စာတိုက်နှင့်ကြေးနန်းဝန်ကြီးဌာန စသည့် Internet Service Provider များနှင့် သီးသန့်ဆက်သွယ် ဆောင်ရွက်ရမည်။

(င) လျှပ်စစ်မီတာခကို အုပ်ချုပ်ရေးကော်မတီမှ သတ်မှတ်ထားသောနှုန်းဖြင့် လစဉ်မပျက်မကွက် ပေးသွင်းရမည်။

(စ) လိုအပ်ပါက ရုံခန်းအတွင်းမူလ (Structure) ကိုမထိခိုက်စေသော ပြင်ဆင်မှုကို ငှားရမ်းသူ၏ စားရိတ်ဖြင့် ဆောင်ရွက်နိုင်သည်။

(ဆ) အခန်းစတင်ငှားရမ်းချိန်ကပင် တပ်ဆင်ပြီးဖြစ်သော (မှန်များ၊ ကြွေပြားများ၊ လျှပ်စစ်ပစ္စည်းများ၊ သုတ်ဆေးများ) စသည့် ပစ္စည်းများပျက်စီးမှုရှိပါက ငှားရမ်းသူ၏စားရိတ်ဖြင့်မူလအခြေအနေအတိုင်းဖြစ်စေရန် ပြင်ဆင်ပေးရမည်။

(ဇ) ရုံးခန်းငှားရမ်းသူသည် ငှားရမ်းထားသည့်အခန်းတွင် ဥပဒေနှင့်ဆန့်ကျင်သော ကိစ္စရပ်များမပြုလုပ်ရ။ ရုံးခန်းငှားရမ်းသူနှင့် သက်ဆိုင်ခြင်း မရှိသည့် ဥပဒေနှင့်ဆန့်ကျင်သော ကိစ္စရပ်များ ဖြစ်ပေါ်ပါက ဤအချက်အလက်နှင့် သက်ဆိုင်ခြင်း မရှိစေရ။ ရုံးခန်းငှားရမ်းသူသည် ဥပဒေနှင့်ဆန့်ကျင်သော ကိစ္စများ ဆောင်ရွက်ခဲ့ပါက ဖြစ်ပေါ်လာသော ကိစ္စအဝဝကို ရုံးခန်းငှားရမ်းသူမှ တာဝန်ယူ ဖြေရှင်းရမည်။

(ဈ) ကိုယ်ပိုင်မီတာခွဲနှင့် လျှပ်စစ်ပစ္စည်းများအား ရုံးခန်းငှားရမ်းသူမှ မိမိအစီအစဉ်ဖြင့်တပ်ဆင်ရမည်ဖြစ်သည်။

(ည) ရုံးခန်းအတွင်းမှအပ သန့်ရှင်းရေး၊ လုံခြုံရေး၊ ပြုပြင်ထိန်းသိမ်းရေး စသည့် လုပ်ငန်းများတွက် လစဉ်ကောက်ခံသည့် အခွန်အခကြေးငွေများကို သတ်မှတ်ရက်အတွင်း သတ်မှတ်ရက်အတွင်း သတ်မှတ်အချိုးကျအတိုင်း ပေးသွင်းရမည်။ အုပ်ချုပ်ရေးကော်မတီမှ အခါအားလျော်စွာ ထုတ်ပြန်သော စည်းမျဉ်း စည်းကမ်းများအားလိုက်နာရမည်။

(ဋ) ရုံးခန်းငှားရမ်းခကို နှစ်စဉ် မေလ (၁) ရက် နှင့် နိုဝင်ဘာ(၁)ရက် မတိုင်မီ (၁)လကြိုတင်၍ (၆) လစာ ပေးချေရန် သဘောတူပါသည်။

၅။ ရုံးခန်းပိုင်ရှင်မှ အောက်ပါအတိုင်း ဆောင်ရွက်ပေးရန်ဝန်ခံကတိပြုပါသည်။

(က) ရုံးခန်းအတွင်း သန့်ရှင်းမှုမှအပ ရုံးခန်းပြင်ပနှင့် MICTDC ဝန်းအတွင်းသန့်ရှင်းမှု၊ လုံခြုံရေးကိစ္စများ ကို အုပ်ချုပ်ရေးကော်မတီမှ သတ်မှတ်ထားသည့်အတိုင်း ဆောင်ရွက်ပေးမည်။

၆။ ရုံးခန်းငှားရမ်းခ

(က) ရုံးခန်းငှားရမ်းခများကို တစ်လလျှင် (၇,၁၀၀,၀၀၀ ကျပ်) စာဖြင့်(ခုနစ်ဆယ့်တစ်သိန်းကျပ်တိတိ) ဖြင့် တစ်နှစ်စာ (၈၅,၂၀၀,၀၀၀ ကျပ်) စာဖြင့် (ရှစ်ရာငါးဆယ့်နှစ်သိန်းကျပ်တိတိ) အား ခြောက်လတစ်ကြိမ် ကြိုတင်ပေးချေ သွားရန် ရုံးခန်းငှားရမ်းသူက သဘောတူပါကြောင်း ဝန်ခံ ကတိပြုပါသည်။

(ခ) ရုံးခန်းငှားရမ်းသူဘက်မှ စာချုပ်သက်တမ်းပြည့်ပြီးနောက်တွင် ရုံးခန်းအား ဆက်လက်ငှားရမ်းရန် နှစ်ဦးနှစ်ဘက် သဘောတူညီမှုရရှိပါက နောက်ထပ် (၁) နှစ်အတွင်း ငှားရမ်းခဈေးနှုန်းပြောင်းလဲခြင်းမရှိကြောင်း ရုံးခန်းပိုင်ရှင်မှ သဘောတူပါသည်။

(ဂ) ငှားရမ်းသည့်ကာလ (၂) နှစ်ပြည့်ပြီးနောက် ရုံးခန်းအား ဆက်လက်ငှားရမ်းရန် နှစ်ဦးနှစ်ဘက် သဘောတူညီမှုရရှိပါက လက်ရှိငှားရမ်းသည့်ဈေးနှုန်း၏ (၁၀%) ထက်မပိုသော ဈေးနှုန်းဖြင့်ငှားရမ်းပေးရန် ရုံးခန်းပိုင်ရှင်မှ သဘောတူပါသည်။

၇။ သက်တမ်းကုန်ဆုံးခြင်း

ရုံးခန်းငှားရမ်းသည့် (၁) နှစ် သက်တမ်းကုန်ဆုံးပြီး ရုံးခန်းအားဆက်လက်ငှားရမ်းလိုပါက ငှားရမ်းသည့် ကာလမကုန်ဆုံးမီ (၂) လ ကြိုတင်၍ ရုံးခန်းပိုင်ရှင်ထံသို့ စာဖြင့်ပေးပို့ အကြောင်းကြားရမည်။

၈။ စာချုပ်ရုပ်စဲခြင်း

စာချုပ်သက်တမ်း (၁) နှစ် မပြည့်မီ ကာလအတွင်း ရုံးခန်းပိုင်ရှင်မှ ဖြစ်စေ၊ ရုံးခန်းငှားရမ်းသူမှ ဖြစ်စေ စာချုပ်ရုပ်စဲ လိုပါက (၂)လ ကြိုတင် အကြောင်းကြားရမည်။

၉။ ရုံးခန်းပြန်လည်အပ်နှံခြင်း

(က) ငှားရမ်းထားသောကာလအတွင်းတွင် ရုံးခန်းငှားရမ်းသူသည် ဥပဒေနှင့် မလွတ်ကင်းသော ကိစ္စများ ဖြစ်ပေါ်ခဲ့ပါက ရုံးခန်းပိုင်ရှင်မှ ရုံးခန်းငှားရမ်းသူအား အခန်းမှ အပြီးတိုင်ဖယ်ရှားပေးရန် စာဖြင့်တောင်းဆိုခွင့်ရှိမည်ဖြစ်ပြီး အသုံးမပြုတော့သော ကာလအတွက် ပေးပို့ငွေကို ရုံးခန်းငှားရမ်းသူအား ပြန်လည်ထုတ်ပေးမည်မဟုတ်ပါ။

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2 APR 2018

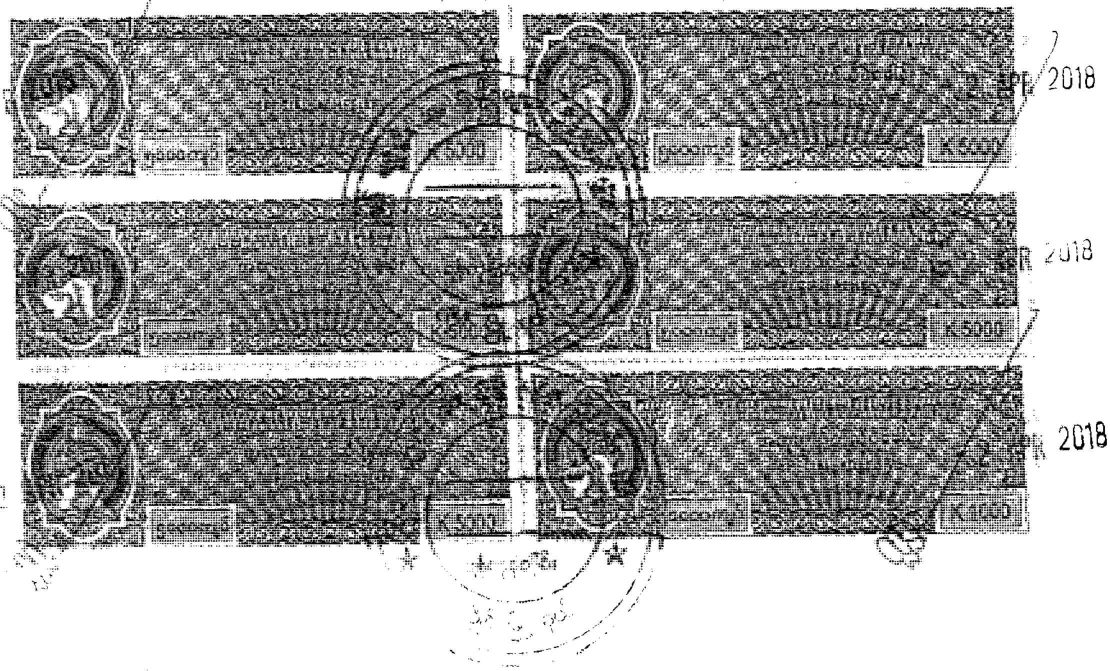
(ခ) ဤစာချုပ်သက်တမ်းကုန်ဆုံးခြင်းကြောင့်ဖြစ်စေ ရပ်စဲဖျက်သိမ်းခြင်းကြောင့်ဖြစ်စေ ရုံးခန်းငှားရမ်းသူမှ မိမိစားရိတ်ဖြင့် ဝယ်ယူတပ်ဆင်ထားသော စက်ကိရိယာအရပ်ရပ်အား ပြောင်းရွှေ့ပေးအပ်ခြင်း၊ ပြန်လည်ဖြုတ်သိမ်းသယ်ဆောင်ခြင်းများ ဆောင်ရွက်မည်ဖြစ်သည်။ ရုံးခန်းငှားရမ်းခြင်း ကာလကုန်ဆုံး၍ ရုံးခန်းအား ပြန်လည်ပေးအပ်ပါက ငှားရမ်းခဲ့စဉ်က အခြေအနေအတိုင်း ဖြစ်အောင် ပြန်လည်ပြုပြင်၍ အပ်နှံရန်ဖြစ်ပြီး ဖြုတ်ယူ၍မရသော မီးချောင်းများ၊ မီးပွိုင့်များ၊ မီးပလပ်ပေါက်များအား မူလအတိုင်းထားရှိ၍ ဖြုတ်ယူ၍ရသော ပစ္စည်းများ ဖြစ်သည့် စားပွဲ၊ ကုလားထိုင်၊ နံရံကပ်ဘီရို၊ စက်ပစ္စည်းများ၊ စင်အစရှိသည့် ပစ္စည်းများကိုသာ ရွှေ့ပြောင်းပိုင်ခွင့် ရှိသည်ကို နားလည်သဘောတူပါသည်။

ဤစာချုပ်ပါ စကားရပ်များကို ရုံးခန်းပိုင်ရှင်နှင့် ရုံးခန်းငှားရမ်းသူတို့သည် မိမိတို့ ကိုယ်တိုင် ဖတ်ရှုသိရှိ နားလည်သဘောပေါက်ကြ၍ မည်သည့်တစ်ဦးတစ်ယောက်၏ ခြိမ်းခြောက် သွေးဆောင် အနိုင်အထက်ပြုခြင်း မရှိဘဲ မိမိတို့ လွတ်လပ်သည့် သဘောဆန္ဒအလျောက် အောက်ပါ အသိသက်သေများ၏ ရှေ့မှောက်တွင် နှစ်ဦးနှစ်ဖက်သဘောတူ ကတိစာချုပ်ကို လက်မှတ်ရေးထိုးချုပ်ဆိုကြပါသည်။

ရုံးခန်းပိုင်ရှင်	ရုံးခန်းငှားရမ်းသူ
ဦးအောင်အောင်	ကျော်သူအောင်
၉/မရမ (နိုင်) ၀၅၇၉၆၇	12/ဥကမ(နိုင်) ၁၅၈၃၉၀

အသိသက်သေများ

ဒေါ်မေမြတ်နိုင်	ဒေါ်လှလှဝေ
၁၂/တမန(နိုင်) ၁၀၂၁၃၆	N/OKA. 042135



1440 + 1584 + 1742.4 = 794400/-
47664000/- ÷ 3 × 0.5 % =

"မြေနှင့်လုံးချင်းတိုက်နှစ်ရှည်ငှားရမ်းခြင်း နှစ်ဖက်သဘောတူကတိစာချုပ်"

ရက်စွဲ ၊ ၂၀၁၉ ခုနှစ်၊ ဖေဖေါ်ဝါရီလ (၇)ရက်

ပိုင်ရှင်။ ။ **ဦးတင်မောင်ဆွေ (၁၂/သဃက (နိုင်) ၁၂၆၁၁၇)**

Chairman

Lion King Group Ltd.

မြေအမှတ်(၂၄၉)၊ လေးထောင့်ကန်လမ်းမကြီး၊ ၈/မြောက်ရပ်ကွက်၊ သဃ်န်းကျွန်းမြို့နယ်၊

ရန်ကုန်တိုင်းဒေသကြီး။

ငှားရမ်းသူ။ ။ **ဦးကျော်သူအောင် (၁၂/ဥကမ(နိုင်) ၁၅၈၃၉၀)**

Managing Director

Innopower Co.,Ltd.

1st Floor, Building-9, MICT Park, Hlaing Township, Yangon, Myanmar.

(အထက်အမည်ပါ ပိုင်ရှင်နှင့် ငှားရမ်းသူဟုဆိုရာ၌ ၎င်းတို့အပါအဝင် အမွေစားအမွေခံ သားသမီးများ၊ အထွေထွေ ကိုယ်စားလှယ်လွှဲခံရသူများနှင့် ကိုယ်စားပြုသူများအားလုံးပါဝင်ပါသည်ဟု မှတ်ယူရမည်။)

၁။ အထက်အမည်ပါ အိမ်ရှင် ဦးတင်မောင်ဆွေ (၁၂/သဃက (နိုင်) ၁၂၆၁၁၇) ကိုင်ဆောင်သူမှ မိမိတရားဝင်ပိုင်ဆိုင်သော ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ ပြည်လမ်း၊ ၁၀မိုင်ကုန်း၊ စော်ဘွားကြီးရပ်ကွက်၊ အမှတ်(၆၁၈)ဟုခေါ်တွင်သော Basements အပါအဝင် (၄)ထပ်တိုက်အကျယ်အဝန်း

Myokyi Nyi Myat

1440 + 1584 + 1742.4 = 794400/-

47664000/- ÷ 3 × 05 % =

"မြေနှင့်လုံးချင်းတိုက်နှစ်ရှည်ငှားရမ်းခြင်း နှစ်ဖက်သဘောတူကတိစာချုပ်"

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ရန်ကုန်တိုင်းဒေသကြီး။

ငှားရမ်းသူ။ ။ **ဦးကျော်သူအောင် (၁၂/ဥကမ(နိုင်) ၁၅၈၃၉၀)**

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၁။ အထက်အမည်ပါ အိမ်ရှင် ဦးတင်မောင်ဆွေ (၁၂/သဃက (နိုင်) ၁၂၆၁၁၇) ကိုင်ဆောင်သူမှ မိမိတရားဝင်ပိုင်ဆိုင်သော ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ ပြည်လမ်း၊ ၁၀မိုင်ကုန်း၊ တော်ဘွားကြီးရပ်ကွက်၊ အမှတ်(၆၁၈)ဟုခေါ်တွင်သော Basements အပါအဝင် (၄)ထပ်တိုက်အကျယ်အဝန်း

မြန်မာနိုင်ငံတံဆိပ်ခေါင်းအက်ဥပဒေပုဒ်မ(၃၂)၊ ပုဒ်မခွဲ ၁(ခ) အရ

ထပ်ဆင့်ထောက်ခံချက်

ဤစာချုပ်သည်မြန်မာနိုင်ငံတံဆိပ်ခေါင်းအက်ဥပဒေနောက်ဆက်တွဲဇယား၃၅(က)၁အရစုစုပေါင်းတန်ဖိုးအပေါ်၀.၅ % ထိုက်သင့်သောနှစ်ဦးသဘောတူအငှားစာချုပ်စာတမ်းအမျိုးအစားဖြစ်ပါသည်။

စာချုပ်ချုပ်ဆိုသူတို့သည် မြန်မာနိုင်ငံတံဆိပ်ခေါင်းခွန်အက်ဥပဒေ ပုဒ်မ၁၇ပါစာချုပ် ချုပ်ဆိုသောရက်နှင့်၎င်းနေ့မတိုင်မီ တံဆိပ်ခေါင်းခွန်ကပ်နှိပ်ရမည့် ပြဋ္ဌာန်းချက်ကိုလိုက်နာရန် ပျက်ကွက်ခဲ့ခြင်းကြောင့် မြန်မာနိုင်ငံတံဆိပ်ခေါင်းခွန်အက်ဥပဒေပုဒ်မ(၃၂)၊ ပုဒ်မခွဲ (၁) အရကော်လိတ္တော်အရာရှိ၏ လုပ်ပိုင်ခွင့်ကိုကျင့်သုံး၍ အောက်ပါအတိုင်းဆောင်ရွက်စေပါသည်။

ဦးကျော်သူအောင် အနေဖြင့် ဤစာချုပ်အပေါ် ကျသင့်တံဆိပ်ခေါင်းခွန် ကျပ် ၇၉၄၄၀၀/- နှင့် ဒဏ်ကြေး------------/ ကိုအင်းစိန်မြို့နယ် မြန်မာ့စီးပွားရေးဘဏ်ရှိ ပြည်တွင်းအခွန်များဦးစီးဌာန၊ မရမ်းကုန်းမြို့နယ်အခွန်ဦးစီးဌာနမှူးရုံး၏ ငွေစာရင်းအမှတ် MD-010268 သို့ ၁၄.၂.၂၀၁၉ ရက်စွဲပါ ချလံအမှတ် (၁၆၅) ဖြင့်ပေးသွင်းစေလျက် မြန်မာနိုင်ငံတံဆိပ်ခေါင်းခွန် အက်ဥပဒေပုဒ်မ(၉၆)၊ ပုဒ်မခွဲ(၂)နှင့်အညီ တံဆိပ်ခေါင်းထုတ်ပေးခြင်းမပြုဘဲ တံဆိပ်ခေါင်းကပ်နှိပ်ပြီး စာချုပ်ကဲ့သို့မှတ်ယူဆောင်ရွက်နိုင်ကြောင်း ၁၄.၂.၂၀၁၉ ရက်နေ့တွင် လက်မှတ်ရေးထိုးထုတ်ပေးလိုက်သည်။

(ကျော်ကျော်ဝင်း)
မြို့နယ်အခွန်ဦးစီးဌာနမှူး
မရမ်းကုန်းမြို့နယ်။

Floor Area Calculation

Floor	Floor Area	Floor Hight
Basement Floor	5962 sqft	10 ft
Ground Floor	5692 sqft	14 ft
1st Floor	6013 sqft	11 ft
2nd Floor	6013 sqft	11 ft
စုစုပေါင်း	**23950 sqft**	

ရှိသော လုံးချင်းတိုက်အား (၈-၃-၂၀၁၉) ရက်နေ့မှ (၈-၃-၂၀၂၂)နေ့ထိ (၃)နှစ်တာကာလအတွက် အောက် ငှားရမ်းခ နှုန်းထားများအတိုင်း ငှားရမ်းရန် နှစ်ဦးနှစ်ဖက်သဘောတူကြပါသည်။

(၁) အထက်ပါပိုင်ရှင်နှင့် ငှားရမ်းသူတို့သည် ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ ပြည်လမ်း၊ ၁၀မိုင်ကုန်း၊ ဓော်ဘွားကြ ရပ်ကွက်၊ အမှတ်(၆၁၈)ဟု ခေါ်တွင်သော လုံးချင်းတိုက်အဆောက်အအုံကို ပထမနှစ်အတွက် တစ်လလျှင် ငွေကျ ၁၂၀,၀၀,၀၀၀/-(ကျပ်သိန်းတစ်ရာ့နှစ်ဆယ်)တိတိဖြင့် ငှားရမ်းကြရန် နှစ်ဖက်သဘောတူကြသည့်အလျောက်(၃၁-၁-၂၀၁၉)ေ တွင် ငှားရမ်းခြင်းသဘောတူကတိစာချုပ်ချုပ်ဆိုခဲ့ကြပါသည်။

(၂) ယင်းတို့သဘောတူစာချုပ်ချုပ်ဆိုပြီးနောက် ပထမငှားရမ်းကာလ (၁၂)လဖြစ်သည့် (၈-၃-၂၀၁၉)ရက်နေ့မှ (၈-၃-၂၀၂ ရက်နေ့အထိ ကာလအတွက် ငှားရမ်းခ ငွေကျပ် ၁၄၄၀,၀၀,၀၀၀/-(ကျပ်တစ်ထောင့်လေးရာလေးဆယ်သိန်း) တိတိအနက် စရံငွေ ငွေကျပ်၇၂၀,၀၀,၀၀၀/-(ကျပ်သိန်းခုနှစ်ရာ့နှစ်ဆယ်)တိတိကို (၃၁-၁-၂၀၁၉)ရက်နေ့မှပင် ပေးချေပြီးဖြစ်ပါသည်။

(၃) ယနေ့(၇-၂-၂၀၁၉)ရက်နေ့တွင် ပထမငှားရမ်းကာလ (၁၂)လအတွက် ပေးရန်ကျန်ငွေ ကျပ်၇၂၀,၀၀,၀၀၀ (ကျပ်သိန်းခုနှစ်ရာ့နှစ်ဆယ်)တိတိကို ထပ်မံပေးချေရာ ပိုင်ရှင်ဖြစ်သူမှ ကောင်းမွန်စွာလက်ခံရရှိပါသည်။

(၄) ကျန်နှစ်များကို နှစ်စဉ်(၁၀)ရက်ခိုင်နှုန်းတိုး၍ ပေးချေရပါမည်။ ငှားရမ်းသူမှာ ထိုနှုန်းအတိုင်းပင် ငှားရမ်းရန် သဘောတူ သည်။

Myokyi Nyi Myat

(၅) ကျန်ငှားရမ်းခကာလများအတွက် ငှားရမ်းခငွေအား ငှားရမ်းသူမှ တစ်နှစ်တစ်ခါပေးချေသွားမည်ဖြစ်ပါသည်။ လက် ငှားရမ်းသည့် (၈-၃-၂၀၁၉)စာချုပ်ပါ ငှားရမ်းသည့်နေ့မှစ၍ ငှားရမ်းခနှုန်းထားအား အောက်ဖော်ပြပါနှုန်းထားများအတိုင်းပေးဌ ရန်သဘောတူသတ်မှတ်ကြပါသည်။ ကျန်(၃)နှစ်အတွက် အောက်ဖော်ပြပါ ဇယားအတိုင်းပေးချေရမည့်ငွေများကို နှစ်ဌ သက်တမ်းမပြည့်မီ တစ်လကြိုတင်၍ပေးချေရပါမည်။

စဉ်	နှစ်အလိုက်ငှားရမ်းသည့် ကာလ	လ	၁၀%	လစာနှုန်း	ကျသင့်ငွေ			ငှားရမ်းခနေက် ပေးသွင်းရမည့်ဌ
1	8-3-2019 မှ 8-3-2020	12		12,000,000	1440	0	0.000	7-Feb-201
2	8-3-2020 မှ 8-3-2021	12	10%	132 ~~14,400,000~~	1584	0	0.000	7-Feb-202
3	8-3-2021 မှ 8-3-2022	12	10%	~~15,840,000~~ 1452000	1742.4	4	0.000	7-Feb-202

(၆) ငှားရမ်းသူမှ ငွေပေးချေသည့် (၈-၂-၂၀၁၉)ရက်မှ (၈-၃-၂၀၁၉)ရက်အထိ (၁)လတာ အဆောက်အဦး အတွင်း/အပြ ပြင်ဆင်ရန်အတွက် ငှားရမ်းခလစာ ကင်းလွတ်ပေးမည်ဖြစ်ပါသည်။ ထို့ကြောင့် (၈-၃-၂၀၁၉)ရက်မှစ၍ ငှားရမ်းခတွက်ချက်ပေ ချေခြင်းကို နှစ်ဖက်သဘောတူညီကြပါသည်။

(၇) ငှားရမ်းသည့်သက်တမ်း (၃)နှစ် ပြီးဆုံးသည့်အချိန်တွင် ယခုငှားရမ်းထားသည့် အဆောက်အဦးဖယ်ရှား၍ ပိုင်ရှင်ထ လက်ရောက်ပြန်လည်အပ်နှံပါမည်ဟု ငှားရမ်းသူမှ ဝန်ခံကတိပြုပါသည်။ ငှားရမ်းသူမှ တိုက်အတွင်း/အပြင်၌ ပြင်ဆင်ထားသည် အားလုံးကို မူလအနေအထားမပျက်စီးစေဘဲ ပြန်လည်အပ်နှံရန်သဘောတူပါသည်။ ငှားရမ်းသူသည် ယခုငှားရမ်းသည် အဆောက် အဦးကို တစ်စိတ်တစ်ဒေသဖြစ်စေ အားလုံးကိုဖြစ်စေ တစ်ဆင့်ပြန်လည်ငှားရမ်းခွင့်မရှိပါ။ ငှားရမ်းသည့်ကာလ(၃ နှစ်အတွင်း ငှားရမ်းသူဘက်မှလည်းကောင်း၊ အငှားချထားသူ(ပိုင်ရှင်)မှလည်းကောင်း ငှားရမ်းမှုကို ရပ်ဆိုင်းမည်ဆိုလျှ နှစ်ဦးနှစ်ဘက် (၂)လကြိုတင်၍ ညှိနှိုင်းဆွေးနွေးမည်ဖြစ်သည်။

(၈) အထက်ပါသဘောတူညီထားသည့် အချက်အလက်များအားလုံးကို ငှားရမ်းသူနှင့် ပိုင်ရှင်တို့ကောင်းစွာ ဖတ်ရှုနားလည် သဘောတူညီပြီးဖြစ်ပါသည်။ ထိုသဘောတူညီချက်များအားလုံးကို နှစ်ဘက်မပျက်မကွက်လေးစားလိုက်နာရပါမည်။ ပျက်ကွက် ပါက ပျက်ကွက်သူမှ ကျန်တစ်ဖက်၏ နှစ်နာမှုအားလုံးကို တစ်လုံးတစ်ခဲတည်းပြန်လည်ပေးလျော်ရပါမည်။

Mydhyi Nyi Myat

အထက်ပါ အချက်များကို အထက်အမည်ပါ ငှားရမ်းသူနှင့် ပိုင်ရှင်တို့ကိုယ်တိုင် ကောင်းစွာဖတ်ရှုနားလည်သဘောပေါ ကြပြီးလျှင် မိမိတို့၏လွတ်လပ်သောသဘောဆန္ဒအရ နစ်ရှည်ငှားရမ်းခြင်း ကတိစာချုပ်ကို ရန်ကုန်မြို့၌ (၇-၂-၂၀၁၉)ရက်နေ့တ လက်မှတ်ရေးထိုးချုပ်ဆိုကြပါသည်။

(ပိုင်ရှင်)

ဦးတင်မောင်ဆွေ

၁၂/သဃက (နိုင်) ၁၂၆၀၁၇

(ငှားရမ်းသူ)

ဦးကျော်သူအောင်

၁၂/ဥကမ(နိုင်) ၁၅၈၃၉၀

<u>အသိသက်သေများ</u>

၁။ ဦးမျိုးကြည်

(၁၂/သကက (နိုင်) ၁၀၅၃၇၂)

အမှတ်(၁၉၀)၊ ဗိုလ်မြတ်ထွန်းလမ်း၊

ပုစွန်တောင်မြို့နယ်။

၂။ ဒေါ်အိအိမြတ်

(၁၂/ဥကမ(နိုင်) ၀၁၉၂၄၁)

အမှတ်(၁၅/၁)၊ ယွန္တရားရိပ်သာ၊

ဘောဂဗလလမ်း၊ (င)ရက်ကွက်၊

မြောက်ဥက္ကလာပမြို့နယ်၊

ရန်ကုန်တိုင်းဒေသကြီး။

၃။ မခင်မြင့်

(၁၂/ဗဟန (နိုင်) ၀၈၁၆၉၀)

အမှတ်(၉/၁၂၈)၊ မာဃလမ်း၊

သဃ်န်းကျွန်းမြို့နယ်။

ပြည်ထောင်စုမြန်မာနိုင်ငံတော်
UNION OF MYANMAR
အခွန်တံဆိပ်ခေါင်း
REVENUE STAMP
၁၀ကျပ် ငွေတစ်ဆယ်ကျပ် K 10

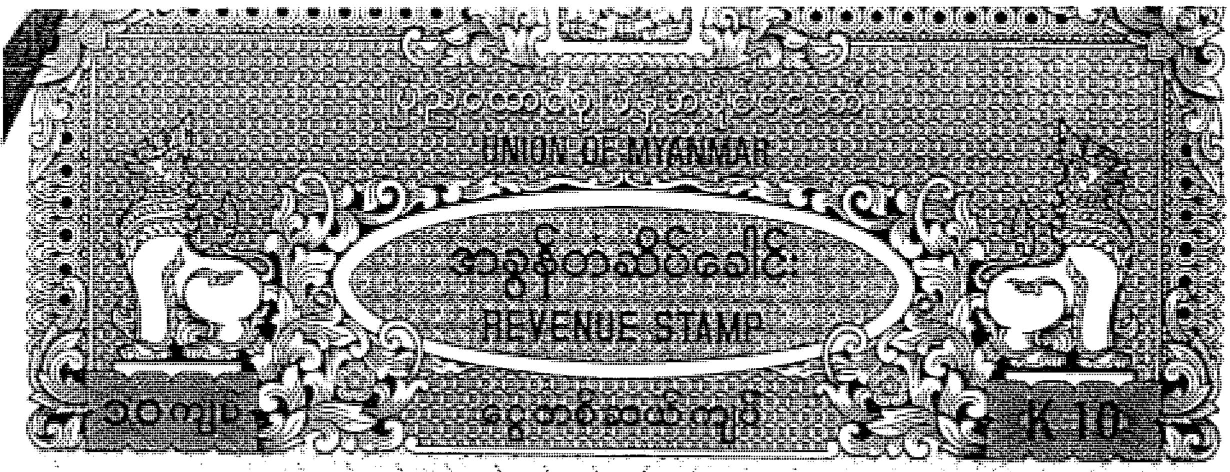
" မြေမြေ၊ အိမ်၊ ဆိုင်နှင့် အကျိုးခံစားခွင့်အရပ်ရပ်ကို အပြီးအပိုင် လွှဲပြောင်းဝယ်ယူခြင်းကတိပဋိညာဉ်စာချုပ် "

ရက်စွဲ ။ ၂၀၁၃ ခုနှစ်၊ အောက်တိုဘာလ၊ (၃၁)ရက်၊ ရန်ကုန်မြို့။

ရောင်းသူ (၁) ဦးထွန်းဦး
(၁၂/ကမရ(နိုင်)၀၄၄၆၈၂)
(၂) ဒေါ်ဥမ္မာလွင်
(၁၂/ကမရ(နိုင်)၀၄၄၈၈၃)
(၃) ဦးဇော်မင်းဦး
(၁၂/အစန(နိုင်)၁၉၂၈၈၅)
(၄) မသန္တာလွင်
(၃၁–နှစ်)
(၅) ကိုဇော်လင်းဦး
(၂၈–နှစ်)
(၆) မဟေမာလွင်
(၂၅–နှစ်)
အမှတ်(၆၈၁)ပြည်လမ်း၊ (၁၀)မိုင်စော်ဘွားကြီးကုန်းရပ်ကွက်၊ ပြည်လမ်းအင်းစိန်မြို့နယ်၊ ရန်ကုန်မြို့တွင်အတူနေထိုင်ကြသည့် ကွယ်လွန်သူဦးလှငွေနှင့်ဒေါ်မာလာငွေတို့မှထွန်းကားသည့် သားသမီးရင်း၊ မောင်နှမရင်းများဖြစ်ကြပါသည်။)

ဝယ်သူ ဦးတင်မောင်ဆွေ (၁၂/သဃက(နိုင်)၁၂၆၁၁၇)
ခြံအမှတ်(၂၄၅)၊ လေးထောင့်ကန်လမ်းမကြီး၊
၉/မြောက်ရပ်ကွက်၊ သင်္ဃန်းကျွန်းမြို့နယ်၊ ရန်ကုန်မြို့။

(ရောင်းသူ၊ ဝယ်သူဟုဆိုရာတွင် အထက်အမည်ဖော်ပြထားသူတို့အပြင် ယင်းတို့၏အမွေစားအမွေခံများ အခွင့်ရ ကိုယ်စားလှယ်များနှင့် ဥပဒေအရ တာဝန်ပေးခန့်အပ်ခြင်းခံရသူများပါ [illegible])



(၂)

၁။ ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ (၁၀)မိုင်၊ စော်ဘွားကြီးကုန်းရပ်ကွက်၊ ပြည်လမ်း၊ အမှတ်(၆၈ဂ) (ယခင်အိမ်အမှတ်-၆၁/၂၆၂)၊ မြေအမှတ်(၁၀၄) ဟုခေါ်တွင်သော (၂၅ပေ x ၂၄ပေ)ရှိထစ်ထပ်အိမ်ဟောင်းတည်ရှိရာ၊ အင်းစိန်မြို့နယ်၊ ဒေ မှုလာအင်ဆန်းအမည်ပေါက် ဂရန်ကွင်း၊ မြေတိုင်းကွင်းအမှတ်-၃၉၄၊ မြေကွက်အမှတ် ၁/၈ က ၏ တစ်စိတ်တစ်ဒေသ ဖြစ်သော(၄၀ပေ x ၈၀ပေ)ခန့် အကျယ်အဝန်းရှိ(အရှေ့အရပ်တွင် ဦးစံအောင်ကျော်၏မြေ၊ အနောက်အရပ်တွင် ဒေါ်သင်းသင်းစိုး၊ ဒေါ်ရီရီမြင့်+ဦးထွန်းလှကြိုင်၊ ဒေါ်စံဝင်းတို့၏မြေ ၊ တောင်အရပ်တွင် ရန်ကုန်ပြည်လမ်းမကြီး နယ်နမိတ်အတွင်း တည်ရှိသောမြေကွက်နှင့်) ယင်းမြေ၏လက်ရှိဖြစ်ခြင်းနှင့် မြေပေါ်မှ အကျိုးခံစားခွင့်အရပ်ရပ်သည် အထက်အမည် ဖော်ပြပါ ရောင်းသူတို့က (ကွယ်လွန်သူဦးလှငွေနှင့်ဒေါ်မာလာငွေ မိရင်းဖရင်းတို့မှ ထွန်းကားသော ဦးထွန်းဦး၊ ဒေါ်ဥမ္မာလွင်၊ ဦးဇော်မင်းဦး၊ မသန္တာလွင်၊ ကိုဇော်လင်းဦး၊ မဟေမာလွင် မောင်ရင်းနှမရင်း(၆)ဦးတို့က အမွေဆက်ခံစုပေါင်းပိုင်ဆိုင်ကြသည်ဟု) တပြိုင်နက်တည်း တညီတညွတ်တည်း ထွက်ဆို၍ စုစုပေါင်းတန်ဖိုးငွေကျပ် သိန်းသုံးထောင့်ငါးရာ (၃၅၀၀/-သိန်း)ဖြင့် ရောင်းချရန် ဝယ်သူသို့ကမ်းလှမ်းပါသည်။

၂။ ဝယ်သူသည် ရောင်းသူ၏ တစုတဝေးတည်း တပြိုင်နက် ထွက်ဆိုကမ်းလှမ်းသည့်အတိုင်း အထက်ဖော်ပြပါ မြေကွက်ကြီးနှင့် မြေပေါ်ရှိ အကျိုးခံစားခွင့်အရပ်ရပ်ကို ရောင်းသူကပိုင်ဆိုင်ကြောင်းနှင့် ရောင်းချခွင့်ရှိကြောင်း ယုံကြည်သည်ဖြစ်၍ ရောင်းသူကကမ်းလှမ်းသော တန်ဖိုးအတိုင်းနှင့်ပင် ဝယ်ယူရန် သဘောတူသဖြင့် "မြေကွက်နှင့် မြေကွက်ပေါ်ရှိ အဆောက်အဦအပါအဝင် အကျိုးခံစားခွင့်အရပ်ရပ်ကို အပြီးအပိုင်လွှဲပြောင်းဝယ်ယူခြင်း ကတိပဋိညာဉ် စာချုပ်"ကို ရေးသားချုပ်ဆိုကြပါသည်။

၃။ ဤစာချုပ်အရ ရောင်းချသောမြေကွက်နှင့် မြေကွက်ပေါ်ရှိအဆောက်အဦ၊ ယင်းအဆောက်အဦတွင် တွယ်ကပ် တပ်ဆင်ထားသော လျှပ်စစ်မီတာနှင့် မီးသွယ်တန်းတပ်ဆင်ထားသည့်စနစ်၊ ရေမော်တာနှင့် ရေသွယ်တန်းတပ်ဆင်ထားသည့် စနစ်အပါအဝင် မြေ၏လက်ရှိဖြစ်ခြင်းနှင့် အကျိုးခံစားခွင့်အရပ်ရပ်သည် ပြဿနာတစုံတရာမရှိ ကင်းရှင်းပါကြောင်း။ ရောင်းသူက ဝယ်သူသို့ လွှဲပြောင်းပေးပြီးနောက် ဝယ်သူ၏ လက်ရှိဖြစ်မှုနှင့် အကျိုးခံစားခွင့်အရပ်ရပ်သည် ခိုင်မာပါကြောင်း ရောင်းသူက တာဝန်ခံပါသည်။ ဤအရောင်းအဝယ်မတိုင်မီက မည်သူသို့မျှ ရောင်းသူက ရောင်းချထားခြင်း၊ စရံယူထားခြင်း၊ ပေါင်နှံ၊ အမွေပေး၊ လှူဒါန်း၊ အာမခံသွင်း၊ တစ်နည်းနည်းဖြင့်လွှဲပြောင်းထားခြင်း မရှိပါကြောင်း၊ တရားမကြောင်းဖြစ်စေ၊ ရာဇဝတ်ကြောင်းဖြစ်စေ၊ ဥပဒေကြောင်းအရ ရင်ဆိုင်ဖြေရှင်းနေရခြင်းလည်း မရှိပါကြောင်း ရောင်းသူက တာဝန်ခံပါသည်။ နောင်တွင် ဝယ်သူ၏ ပိုင်ဆိုင်ခွင့်၊ လက်ရှိထားခြင်းနှင့် အကျိုးခံစားခြင်းအရပ်ရပ်သည် ဥပဒေကြောင်းအရ ခိုင်မာအတည်ဖြစ်စေရန်အလို့ငှာ ရောင်းသူသည် ဥပဒေအရ လိုအပ်သမျှ အစိုးရဌာန၊ ရုံး၊ ဘဏ်၊ ကော်ပိုရေးရှင်း စသည်တို့တွင် ထွက်ဆိုပေးခြင်း၊ လက်မှတ်ရေးထိုး၊ လက်ဗွေခပ်နှိပ်ခြင်း စသည်တို့ကို တာဝန်သိစွာ လိုက်ပါဆောင်ရွက်ပေးပါမည်ဟု ကတိပြုပါသည်။ မြေကွက်၏ လက်ရှိဖြစ်မှု၊ အကျိုးခံစားခွင့်အရပ်ရပ်၊ မြေနယ်နမိတ်စသည်တို့အပေါ် အငြင်းပွားမှု အရှုပ်အထွေး ပေါ်ပေါက်လာပါက ပြီးပြတ်ပြေလည်သည်အထိ ရောင်းသူက မိမိ၏စရိတ်ဖြင့် ဖြေရှင်းပေးပါမည်။

ပြည်ထောင်စုမြန်မာနိုင်ငံတော်

UNION OF MYANMAR

အခွန်တံဆိပ်ခေါင်း

REVENUE STAMP

၁၀ကျပ် ငွေတစ်ဆယ်ကျပ် K 10

(၃)

၄။ ရောင်းသူနှင့်ဝယ်သူတို့သည် ဤစာချုပ်ပါအချက်များအရ ဤစာချုပ်အနောက်ပိုင်းတွင် အတိအကျဖော်ပြထားသော "ရောင်းချသည့်ပစ္စည်းစာရင်း" ပါပစ္စည်းကို တန်ဖိုးငွေကျပ်သိန်းသုံးထောင့်ငါးရာ (၃၅၀၀/-သိန်း)ဖြင့် အပြီးအပြတ် အရောင်းအဝယ်ပြုလုပ်ရန် သဘောတူကြသည်ဖြစ်၍ တန်ဖိုးငွေ အပြည့်အဝကို အပြေအကျေပေးချေရာ ရောင်းသူက တန်ဖိုးငွေကို အပြေအကျေလက်ခံရရှိပါကြောင်း ဝန်ခံ၍ လက်မှတ်ရေးထိုးပါသည်။

၅။ ရောင်းသူကလည်း မြေပရဝုဏ်နှင့် မြေပေါ်ရှိ အဆောက်အဦကို လုံးဝရှင်းလင်းဖယ်ရှားပြီးဖြစ်ကာ အခွတ်အခြေအနေအတိုင်း ဝယ်သူသို့လက်ရောက် လွှဲအပ်လိုက်ပါသည်။ ဝယ်သူထံသို့ ရောင်းချသည့်ပစ္စည်းစာရင်းပါ ပစ္စည်းအရပ်ရပ်၏ ပိုင်ဆိုင်ခြင်း၊ လက်ရှိဖြစ်ခြင်းနှင့် အကျိုးခံစားခြင်း၊ စီမံခန့်ခွဲခြင်းအရပ်ရပ်သည် တစုတစည်းတည်း ဝယ်သူထံကူးပြောင်းရောက်ရှိသွားပြီဖြစ်ရာ ရောင်းသူနှင့် လုံးဝမသက်ဆိုင်တော့ပြီဖြစ်ကြောင်း ရောင်းသူက အတိအလင်း ကြေငြာဖော်ပြပါသည်။

၆။ တဆက်တည်းမှာပင် ရောင်းသူသည် မြေနှင့်စပ်ဆိုင်သမျှ ပိုင်ဆိုင်ခွင့်စာချုပ်စာတမ်းများ၊ ရေ၊ မီး တရားဝင် သုံးစွဲခွင့်နှင့် သက်ဆိုင်သော စာရွက်စာတမ်းများ အားလုံးကိုလည်း ရောင်းသူသို့ လက်ရောက်လွှဲပြောင်း ပေးအပ်လိုက်ပါသည်။ ဝယ်သူကလည်း အားလုံးကို စစ်ဆေး၍ လက်ခံရယူပါသည်။

၇။ ဤစာချုပ်ဖော်ပြချက်အရ ရောင်းချသူ စုစုပေါင်း(၆)ဦးရှိရာ ရောင်းချသူတို့အချင်းချင်း မြေ၊အဆောက်အဦ ပိုင်ဆိုင်မှု၊ လက်ရှိဖြစ်မှုနှင့် အကျိုးခံစားမှုအပေါ်၌ဖြစ်စေ၊ ရောင်းချရရှိသည့်ငွေကြေးအပေါ် ခွဲဝေရာ၌ဖြစ်စေ၊ မညီသည့် အချင်းများ အငြင်းပွားသည့်ပြဿနာနှင့် အမွေခွဲဝေသည့်ပြဿနာမျှ မပေါ်ပေါက်စေရပါတု အသီးသီးက တာဝန်ယူ ဝန်ခံကတိပြုပါသည်။ အကယ်၍ ယင်းပြဿနာမျိုး ပေါ်ပေါက်သော် ဝယ်သူ၏ပိုင်ဆိုင်ခွင့်၊ လက်ရှိဖြစ်မှု၊ အကျိုးခံစားမှုနှင့် စီမံခန့်ခွဲမှု အရပ်ရပ်အပေါ်တွင် တိုက်ရိုက်ဖြစ်စေ၊ သွယ်ဝိုက်၍ဖြစ်စေ အကျိုးထိခိုက်နစ်နာခြင်း မဖြစ်စေရပါဟုလည်း ရောင်းသူအသီးသီးက တာဝန်ယူကြပါသည်။

၈။ ရောင်းသူ၊ ဝယ်သူတို့သည် ဤစာချုပ်ပါ အချက်အလက်အကြောင်းခြင်းရာ အားလုံးတို့ကို ကောင်းစွာနားလည် သဘောပေါက်လျက် ပကတိလွတ်လပ်စွာဖြင့် သဘောတူ ကျေနပ်ကြပြီး အောက်ပါသက်သေလူကြီးများ ရှေ့မှောက်တွင် လက်မှတ်အသီးသီးရေးထိုးကြပါသည်။

<u>"ရောင်းချသည့်ပစ္စည်းစာရင်း "</u>

ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ (၁၀)မိုင်၊ စော်ဘွားကြီးကုန်းရပ်ကွက်၊ ပြည်လမ်း၊ အမှတ်(၆၈၁) (ယခင်အိမ်အမှတ်-၆၁/၂၆၂)၊ ခြံအမှတ်(၁၀၄) ဟုခေါ်တွင်သော တစ်ထပ်အိမ်ဟောင်းတစ်ဆောင် တည်ရှိရာ၊ အင်းစိန်မြို့နယ်၊ MEမူလာအင်ဆန်းအမည်ပေါက် ဂရန်ကွင်း၊ မြေတိုင်းကွင်းအမှတ်-၃၉၄ ၊ မြေကွက်အမှတ် ၁/၈ က ၏ တစ်စိတ်တစ်ဒေသ ဖြစ်သော(၄၀ပေ x ၈၀ပေ)ခန့် အကျယ်အဝန်းရှိ (အရှေ့အရပ်တွင် ဦးစံအောင်ကျော်၏ ခြံမြေ၊ အနောက်အရပ်တွင် ဒေါ်သင် [illegible] မိုး၊ ဒေါ်ရိရိမြင့် [illegible] လှကြိုင်၊ ဒေါ် [illegible] တို့၏ခြံမြေ ၊ တောင်အရပ်တွင်

(၄)

ရန်ကုန်မြို့သစ်လမ်းမကြီး နယ်နမိတ်အတွင်း တည်ရှိသောမြေကွက်နှင့်) ယင်းမြေ၏ ပိုင်ဆိုင်ခြင်း ၊ လက်ရှိဖြစ်ခြင်း၊ မြေပေါ်မှ အကျိုးခံစားခွင့်အရပ်ရပ်နှင့် စီမံခန့်ခွဲမှု ၁၀ဝ၊ ယင်းမြေပေါ်တွင် တည်ရှိသော (၂၅ပေ X ၂၄ပေ) အကျယ်အဝန်းရှိ တစ်ထပ်အိမ်တစ်လုံးနှင့် ထိုအဆောက်အဦတွင် တွယ်ကပ်တပ်ဆင်ထားသော လျှပ်စစ်မီတာနှင့် လျှပ်စစ်ခံနစ်၊ ရေမော်တာနှင့် ရေသွယ်တန်း ခံနစ်များအပါအဝင် မြေနှင့်မြေပေါ်ရှိ ပစ္စည်းပစ္စယများအားလုံး။

ဦးတင်မောင်ဆွေ
၁၂/သဃက(နိုင်)၁၂၆၁၁၇

ရောင်းသူ

(၁) ဦးထွန်းဦး
(၁၂/ကမရ(နိုင်)၀၄၄၈[illegible])

(၂) ဒေါ်ဥမ္မာလွင်
(၁၂/ကမရ(နိုင်)၀၄၄၈၈၁)

(၃) ဦးဇော်မင်းဦး
(၁၂/အစန(နိုင်)၁၉၂၈၈၅)

(၄) မသန္တာလွင်
(၁၁–နှစ်)

(၅) ကိုဇော်လင်းဦး
(၂၈–နှစ်)

(၆) မဟေမာလွင်
(၂၅–နှစ်)

" အသိသက်သေလူကြီးများ "

(နိုင်ထွန်း)
၁။ ---- [illegible] ----
[illegible]
အင်းစိန်မြို့နယ်။

၂။ [illegible] (၁၂/ [illegible]) [illegible] ၃။ [illegible]
[illegible] ၁၂/ကတတ(နိုင်) [illegible]
[illegible]

ပြည်ထောင်စုမြန်မာနိုင်ငံတော်
UNION OF MYANMAR
အခွန်တံဆိပ်ခေါင်း
REVENUE STAMP
၁၀ ကျပ် ငွေတစ်ဆယ်ကျပ် K 10.

"မြေကွက်နှင့်မြေကွက်ပေါ်ရှိအဆောက်အဦးအပါအဝင်၊ အကျိုးခံစားခွင့်အရပ်ရပ်ကို
အပြီးအပိုင်လွှဲပြောင်းဝယ်ယူခြင်းကတိပဋိညာဉ်စာချုပ်"

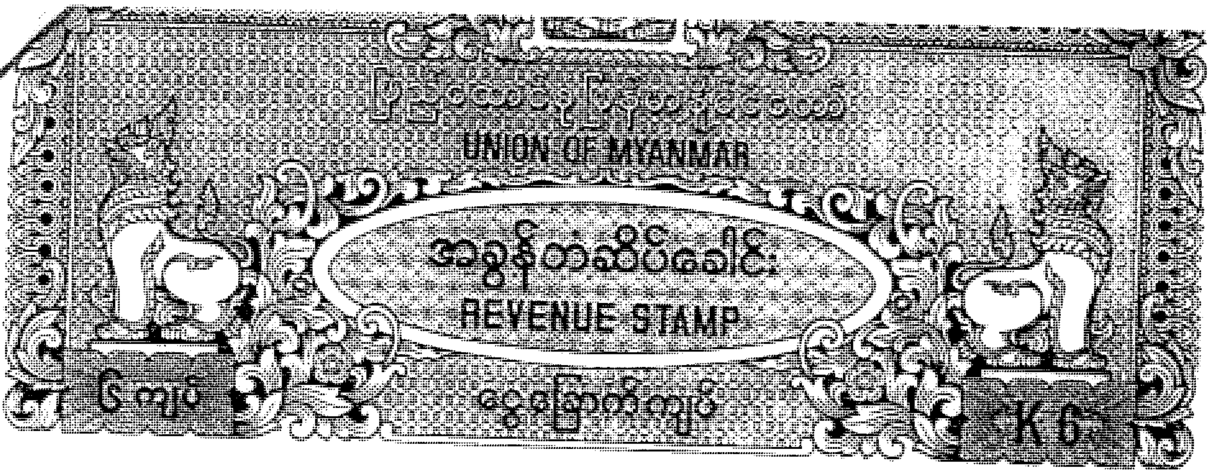
ရက်စွဲ ။ ၂၀၀၄ ခုနှစ်၊ စက်တင်ဘာလ၊ (၁)ရက်၊ ရန်ကုန်မြို့။

ရောင်းသူ (၁)ဒေါ်စံဝင်း
(၁၁/စတန(နိုင်)၀၂၆၈၄၀)
အမှတ်(၇၁၀)၊ ပိုလ်တေဇလမ်း၊ ပြည်လမ်းသွယ်
စော်ဘွားကြီးကုန်း၊ အင်းစိန်မြို့နယ်၊ ရန်ကုန်မြို့။
(၂)ဒေါ်ရှိရှိမြင့် + ဦးထွန်းလှကြိုင်
(၁၂/မဂဒ(နိုင်)၀၅၃၃၃၃) (၁၀/မဒန(နိုင်)၀၀၈၇၂၉)
အမှတ်(၁၈၁)ပြည်လမ်း၊(၁၀)မိုင်၊
စော်ဘွားကြီးကုန်း၊ အင်းစိန်မြို့နယ်၊ ရန်ကုန်မြို့။
(၃)ဒေါ်သင်းသင်းစိုး
(၁၂/အဝန(နိုင်)၁၇၈၄၀၀)
အမှတ်(၆၈၁)ပြည်လမ်း၊(၁၀)မိုင်၊
စော်ဘွားကြီးကုန်း၊ အင်းစိန်မြို့နယ်၊ ရန်ကုန်မြို့။

ဝယ်သူ ဦးတင်မောင်ဆွေ (၁၂/သဃက(နိုင်)၁၂၆၁၁၇)
ခြံအမှတ်(၂၄၉)၊ လေးထောင့်ကန်လမ်းမကြီး၊
၈/မြောက်ရပ်ကွက်၊ သုဃ်န်းကျွန်းမြို့နယ်၊ ရန်ကုန်မြို့။

(ရောင်းသူ၊ ဝယ်သူဟုဆိုရာတွင် အထက်အမည်ဖော်ပြထားသူတို့အပြင်၊ ယင်းတို့၏အမွေစားအမွေခံများ၊ အခွင့်ရ ကိုယ်စားလှယ်များနှင့် ဥပဒေအရ တာဝန်ပေးခန့်အပ်ခြင်းခံရသူများပါ အကျုံးဝင်သည်ဟု မှတ်ယူရမည်။)

၁။ ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ (၁၀)မိုင်၊ စော်ဘွားကြီးကုန်းရပ်ကွက်၊ ပြည်လမ်း၊ အမှတ်(၆၈၁)(ယာခင်အိမ်အမှတ်-၆၁/၂၆၂)၊ ခြံအမှတ်(၁၀၄) ဟုခေါ်တွင်သော (၃)ခန်းတွဲတန်းလျားတစ်ခုတည်ရှိရာ



အင်းစိန်မြို့နယ်၊ ME မူလာအင်ဆန်းအမည်ပေါက် ဂရန်ကွင်း၊ မြေတိုင်းကွင်းအမှတ်–၃၉၄၊ မြေကွက်အမှတ် ၁/၈ က ၏ တစ်စိတ်တစ်ဒေသ ဖြစ်သော(၄၀ပေx၈၀ပေx၅၄ပေx၈၀ပေ)ခန့် အကျယ်အဝန်းရှိ(အရှေ့အရပ်တွင် ဦးထွန်းဦးနှင့် ညီအစ်ကိုမောင်နှမ(၆)ဦး တို့၏ခြံမြေ၊ အနောက်အရပ်တွင် ဦးမောင်ငွေခြံမြေ၊ တောင်အရပ်တွင် ရန်ကုန်မြို့ပြည်လမ်းမကြီး နယ်နမိတ်အတွင်း တည်ရှိသောမြေကွက်နှင့်) ယင်းမြေ၏လက်ရှိဖြစ်ခြင်းနှင့် မြေပေါ်မှ အကျိုးခံစားခွင့်အရပ်ရပ်သည် အထက်အမည် ဖော်ပြပါ ရောင်းသူ(၃)ဦးတို့က (ဖော်ပြပါမြေကွက်ကြီး၏ အရှေ့ဘက်စွန်း (၁၀ပေ X ၈၀ပေ)မြေနှင့်မြေပေါ်ရှိ အဆောက်အဦ အစိတ်အပိုင်းသည် ဒေါ်သင်းသင်းစိုး တစ်ဦးတည်းပိုင်ဖြစ်သည်။ ဒေါ်သင်းသင်းစိုးပိုင်မြေနှင့်ကပ်လျက်၊ အနောက်အရပ် ဘက်ခြမ်းရှိ (၁၅ပေ X ၈၀ပေ)မြေနှင့် ယင်းမြေပေါ်ရှိ အဆောက်အဦအစိတ်အပိုင်းသည် ဒေါ်ရီရီမြင့်နှင့် ဦးထွန်းကြိုင်ဖနီးမောင်နှံပိုင်ဖြစ်သည်။ မြေကွက်ကြီး၏ အနောက်ဖက်စွန်း (၁၅ပေ X ၈၀ပေ)မြေကွက်နှင့် မြေကွက်ပေါ်ရှိ အဆောက်အဦ အစိတ်အပိုင်းသည် ဦးစံဝင်းတစ်ဦးတည်းပိုင်ဖြစ်သည်ဟူ၍) ရောင်းသူ(၃)ဦးလုံးက အသီးသီးပိုင်ဆိုင်ကြကြောင်း ဝေမျှခွဲတည်း တညီတညွတ်တည်း ထွေ သိရှိ၍ ဂုဏ်ပေါင်းတန်ဖိုးငွေကျပ်သိန်းသုံးရာငါးဆယ် (၃၅၀/-သိန်း) ဖြင့် ရောင်းချရန် ဝယ်သူသို့ကတိပြုလုပ်ပါသည်။

၂။ ဝယ်သူသည် ရောင်းသူ၏ ဆန္ဒအလျောက် ဝေမျှခွဲ၍ ဖော်ပြပါကတိလုပ်သည့်အတိုင်း အထက်ဖော်ပြပါ မြေကွက်ကြီးနှင့် မြေပေါ်ရှိ အကျိုးခံစားခွင့်အရပ်ရပ်ကို ရောင်းသူကပိုင်ဆိုင်ကြောင်းနှင့် ရောင်းချခွင့်ရှိကြောင်း ယုံကြည်သည်ဖြစ်၍ ရောင်းသူကတောင်းဆိုသော တန်ဖိုးအတိုင်းနှင့်ပင် ဝယ်ယူရန် သဘောတူညီ၍ "မြေကွက်နှင့် မြေကွက်ပေါ်ရှိ အဆောက်အဦအပါအဝင် အကျိုးခံစားခွင့်အရပ်ရပ်ကို အပြီးအပိုင်လွှဲပြောင်းဝယ်ယူခြင်း ကတိစာချုပ်"ကို ရေးသားချုပ်ဆိုကြပါသည်။

၃။ ဤစာချုပ်အရ ရောင်းချသောမြေကွက်နှင့် မြေကွက်ပေါ်ရှိအဆောက်အဦ ယင်းအဆောက်အဦတွင် တွယ်ကပ် တပ်ဆင်ထားသော လျှပ်စစ်မီတာနှင့် မီးသွယ်တန်းတပ်ဆင်ထားသည့်စနစ်၊ ရေမော်တာနှင့် ရေသွယ်တန်းတပ်ဆင်ထားသည့် စနစ်အပါအဝင် မြေ၏လက်ရှိဖြစ်ခြင်းနှင့် အကျိုးခံစားခွင့်အရပ်ရပ်သည် ပြဿနာတစုံတရာမရှိ ရှင်းလင်းပါကြောင်း၊ ရောင်းသူက ဝယ်သူသို့ လွှဲပြောင်းပေးပြီးနောက် ဝယ်သူ၏ လက်ရှိဖြစ်မှုနှင့် အကျိုးခံစားခွင့်အရပ်ရပ်သည် နိုင်မာပါကြောင်း ရောင်းသူက တာဝန်ခံပါသည်။ ဤအရောင်းအဝယ်မတိုင်မီက မည်သူ့သို့မျှ ရောင်းသူက ရောင်းချထားခြင်း၊ စရံယူ ထားခြင်း၊ ပေါင်နှံ အပေါင်ပေး၊ လှူဒါန်း၊ အာမခံသွင်း၊ တစ်နည်းနည်းဖြင့်လွှဲပြောင်းထားခြင်း မရှိပါကြောင်း၊ တရားမကြောင်းဖြစ်စေ၊ ရာဇဝတ်ကြောင်းဖြစ်စေ၊ ဥပဒေကြောင်းအရ ရင်ဆိုင်ဖြေရှင်းနေရခြင်းလည်း မရှိပါကြောင်း ရောင်းသူက တာဝန်ခံပါသည်။ နောင်တွင် ဝယ်သူ၏ ပိုင်ဆိုင်ခွင့်၊ လက်ရှိထားခြင်းနှင့် အကျိုးခံစားခြင်းအရပ်ရပ်သည် ဥပဒေကြောင်းအရ ခိုင်မာအတည်ဖြစ်စေရန်အလို့ငှာ ရောင်းသူသည် ဥပဒေအရ

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လိုအပ်သမျှ အစိုးရဌာန၊ ရုံး၊ ဘုတ်၊ ကော်မီရေးရှင်း စသည်တို့တွင် ထွက်ဆိုပေးခြင်း၊ လက်မှတ်ရေးထိုး၊ လက်ဗွေခပ်နှိပ်ခြင်း စသည်တို့ကို တာဝန်သိစွာ လိုက်ပါဆောင်ရွက်ပေးပါမည်ဟု ကတိပြုပါသည်။ မြေကွက်၏ လက်ရှိဖြစ်မှု အကျိုးခံစားခွင့်အရပ်ရပ်၊ မြေနယ်နမိတ်စသည်တို့အပေါ် အငြင်းပွားမှု အရှုပ်အထွေး ပေါ်ပေါက်လာပါက ပြီးပြတ်ပြေလည်သည့်တိုင် ရောင်းသူက မိမိ၏စရိတ်ဖြင့် ဖြေရှင်းပေးပါမည်။

၄။ ရောင်းသူနှင့်ဝယ်သူတို့သည် ဤစာချုပ်ပါအချက်များအရ ဤစာချုပ်အနောက်ပိုင်းတွင် အတိအကျဖော်ပြထားသော "ရောင်းချသည့်ပစ္စည်းစာရင်း" ပါပစ္စည်းကို တန်ဖိုးငွေကျပ်သိန်းသုံးရာငါးဆယ် (၃၅၀/-သိန်း)ဖြင့် အပြီးအပြတ် အရောင်းအဝယ်ပြုလုပ်ရန် သဘောတူကြသည်ဖြစ်၍ တန်ဖိုးငွေ အပြည့်အဝကို အပြေအကျေပေးချေရာ၊ ရောင်းသူက တန်ဖိုးငွေကို အပြေအကျေလက်ခံရရှိပါကြောင်း ဝန်ခံ၍ လက်မှတ်ရေးထိုးပါသည်။

၅။ ရောင်းသူကလည်း မြေပရဝုဏ်နှင့် မြေပေါ်ရှိ အဆောက်အဦကို လုံးဝရှင်းလင်းဖယ်ရှားပြီးဖြစ်ကာ အလွတ်အခြေအနေအတိုင်း ဝယ်သူသို့လက်ရောက် လွှဲအပ်လိုက်ပါသည်။ ဝယ်သူထံသို့ ရောင်းချသည့်ပစ္စည်းစာရင်းပါ ပစ္စည်းအရပ်ရပ်၏ ပိုင်ဆိုင်ခြင်း၊ လက်ရှိဖြစ်ခြင်းနှင့် အကျိုးခံစားခြင်း၊ စီမံခန့်ခွဲခြင်းအရပ်ရပ်သည် တစုတစေးတည်း ဝယ်သူထံကူးပြောင်းရောက်ရှိသွားပြီဖြစ်ရာ ရောင်းသူနှင့် လုံးဝမသက်ဆိုင်တော့ပြီဖြစ်ကြောင်း ရောင်းသူက အတိအလင်း ဖော်ပြအပ်ပါသည်။

၆။ တဆက်တည်းမှာပင် ရောင်းသူသည် မြေနှင့်စပ်ဆိုင်သမျှ ပိုင်ဆိုင်ခွင့်စာချုပ်စာတမ်းများ၊ မြေမီး တာရှားဝင် သုံးစွဲခွင့်နှင့် သက်ဆိုင်သော စာရွက်စာတမ်းများ အားလုံးကိုလည်း ရောင်းသူသို့ လက်ရောက်လွှဲပြောင်း ပေးအပ် လိုက်ပါသည်။ ဝယ်သူကလည်း အားလုံးကို စစ်ဆေး၍ လက်ခံရယူပါသည်။

၇။ ဤစာချုပ်ဖော်ပြချက်အရ ရောင်းချသူ စုစုပေါင်း(၃)ဦးရှိရာ ရောင်းချသူတို့အချင်းချင်း မြေ၊အဆောက်အဦ ပိုင်ဆိုင်မှု၊ လက်ရှိဖြစ်မှုနှင့် အကျိုးခံစားမှုအပေါ်၌ဖြစ်စေ၊ ရောင်းချရရှိသည့်ငွေကြေးအပေါ် ခွဲဝေရာ၌ဖြစ်စေ၊ မည်သည့် အချင်းများ အငြင်းပွားသည့်ပြဿနာမျှ မပေါ်ပေါက်စေရပါဟု အသီးသီးက တာဝန်ယူ ဝန်ခံကတိပြုပါသည်။ အကယ်၍ ယင်းပြဿနာမျိုး ပေါ်ပေါက်သော် ဝယ်သူ၏ပိုင်ဆိုင်ခွင့်၊ လက်ရှိဖြစ်မှု၊ အကျိုးခံစားခွင့်နှင့် စီမံခန့်ခွဲမှု အရပ်ရပ်အပေါ်တွင် တိုက်ရိုက်ဖြစ်စေ၊ သွယ်ဝိုက်၍ဖြစ်စေ အကျိုးထိခိုက်နစ်နာခြင်း မဖြစ်စေရပါဟုလည်း ရောင်းသူအသီးသီးက တာဝန်ယူကြပါသည်။

၈။ ရောင်းသူ၊ ဝယ်သူတို့သည် ဤစာချုပ်ပါ အချက်အလက်အကြောင်းခြင်းရာ အားလုံးတို့ကို ကောင်းစွာနားလည် သဘောပေါက်လျက် ပကတိလွတ်လပ်စွာဖြင့် သဘောတူ ကျေနပ်ကြပြီး အောက်ပါသက်သေလူကြီးများ ရှေ့မှောက်တွင် လက်မှတ်အသီးသီးရေးထိုးကြပါသည်။

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(၄)

<u>"ရောင်းချသည့်ပစ္စည်းစာရင်း "</u>

ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ (၁၀)မိုင်၊ တော်ဘွားကြီးကုန်းရပ်ကွက်၊ ပြည်လမ်း၊ အမှတ်(၆၈၁)(ယခင်အိမ်အမှတ်–၆၁/၂၆၂) ခြံအမှတ်(၁၀၄) ဟုခေါ်တွင်သော (၃)ခန်းတွဲတန်းလျားတစ်ခုတည်ရှိရာ၊ အင်းစိန်မြို့နယ်၊ ME မူလာအင်ဆန်းအမည်ပေါက် ဂရန်ကွင်း၊ မြေတိုင်းကွင်းအမှတ်–၃၉၄၊ မြေကွက်အမှတ် ၁/စက ၏ တစ်စိတ်တစ်ဒေသ ဖြစ်သော(၄၀ပေx၈၀ပေx၅၄ပေx၈၀ပေ)ခန့် အကျယ်အဝန်းရှိ(အရှေ့အရပ်တွင် ဦးထွန်းဦးနှင့် ညီအစ်ကိုမောင်နှမ(၆)ဦး တို့၏ခြံမြေ၊ အနောက်အရပ်တွင် ဦးမောင်ဌေး၏ခြံမြေ၊ တောင်အရပ်တွင် ရန်ကုန်ပြည်လမ်းမကြီး နှင့်နယ်နမိတ်အတွင်း တည်ရှိသောမြေကွက်) နှင့် ယင်းမြေ၏ ပိုင်ဆိုင်ခြင်း၊ လက်ရှိဖြစ်ခြင်း၊ မြေပေါ်မှ အကျိုးခံစားခွင့်အရပ်ရပ်နှင့် စီမံခန့်ခွဲမှုအခွင့်အရေး မြေပေါ်တွင် တည်ရှိသော (၃)ခန်းတွဲတန်းလျားနှင့် ယင်းအဆောက်အဦတွင် တွယ်ကပ်တပ်ဆင်ထားသော လျှပ်စစ်မီတာ နှင့် လျှပ်စစ်စံနစ်၊ ရေမော်တာနှင့်ရေသွယ်တန်းစံနစ်များအပါအဝင် မြေနှင့်မြေပေါ်ရှိ ပစ္စည်းပစ္စယများအားလုံး။

<u>ဝယ်သူ</u>		<u>ရောင်းသူ</u>
ဦးတင်မောင်ဆွေ (၁၂/သလက(နိုင်)၁၂၆၁၁၇)	(၁)	ဒေါ်စံဝင်း (၁၁/စတန(နိုင်)၀၂၆၈၄၀)
	(၂)	ဒေါ်ရိုးမြင့် (၁၂/မဂဒ(နိုင်)၀၅၃၃၉၃) ဦးထွန်းလှကြိုင် (၁၀/မဒန(နိုင်)၀၀၈၇၂၉)
	(၃)	ဒေါ်သင်းသင်းစိုး (၁၂/အစန(နိုင်)၁၇၈၄၀၀)

<u>" အသိသက်သေလူကြီးများ "</u>

၁။ [illegible]

၂။ [illegible]

၃။ [illegible]

[illegible]

[illegible]

[illegible]

ရန်ကုန် [illegible] [illegible]

စာအမှတ် - ၃/၂၂ - ၃/ [illegible] ([illegible])

ရက်စွဲ ၊ ၂၀၁၅ ခုနှစ် ဒီဇင်ဘာ လ [illegible] ရက်

သို့

[illegible]

[illegible]

[illegible]

[illegible]

အကြောင်းအရာ ။ ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ [illegible] မြေကွက်အမှတ်-[illegible] မြေကွက်အမှတ်(က/စ) [illegible] ဧရိယာ([illegible])ဧက [illegible] ဧရိယာ([illegible])ဧက [illegible] (တွေ့စာအမှတ်-[illegible]/၂၀၁၅)

ရည်ညွှန်းချက် ။ [illegible] ၂၀၁၅ [illegible]

၁။ [illegible]

၂။ [illegible]

[illegible]

[illegible]

မိတ္တူ

[illegible]

[illegible]

[illegible]

[illegible]

အဖွဲ့ခေါင်းဆောင်

မရွှေ့မပြောင်းနိုင်သောပစ္စည်းလွှဲပြောင်းခြင်းကိုကန့်သတ်သည့်ဥပဒေဆိုင်ရာစိစစ်ရေးအဖွဲ့

ပြည်ထဲရေးဝန်ကြီးဌာန

နေပြည်တော်။

ရက်စွဲ။ ၂၀၁၂ ခုနှစ် မတ်လ (၃၁) ရက်

အကြောင်းအရာ။ နိုင်ငံခြားသားပိုင်အမည်ပေါက်မှအမည်ပြောင်းလဲ၍ ဂရန်အမည်ပေါက် ဆောင်ရွက်ပေးပါရန်လျှောက်ထားခြင်း

၁။ ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ စော်ဘွားကြီးကုန်းရပ်ကွက်၊ ပြည်လမ်း၊ အမှတ်-၆၈၀ နေ ကျွန်တော် ဦးတင်မောင်ဆွေ (၁၂/သဃက(နိုင်) ၁၂၆၀၁၇)မှ လေးစားစွာလျှောက်ထားအပ်ပါသည်။

၂။ ကျွန်တော်သည် အင်းစိန်မြို့နယ်၊ စော်ဘွားကြီးကုန်းရပ်ကွက်၊ ၁၀-မိုင်၊ ပြည်လမ်း၊ အမှတ်(၆၈၀) ဟုခေါ်တွင်သော (၄၀ ပေ × ၈၀ ပေ × ၅၄ ပေ × ၈၀ ပေ) အကျယ်အဝန်းရှိ မြေကွက်နှင့် ယင်းမြေကွက် ပေါ်ရှိအဆောက်အဦကို (၁-၉-၂၀၀၄)နေ့တွင် ဒေါ်စံဝင်း၊ ဒေါ်ရီရီမြင့်+ဦးထွန်းလှကြိုင်၊ ဒေါ်သင်းသင်းဦး တို့ထံမှ အရောင်းအဝယ်ကတိစာချုပ် ချုပ်ဆို၍ဝယ်ယူပိုင်ဆိုင်ခဲ့ပါသည်။

[illegible] တစ်ဆက်တစ်စပ်တည်း တည်ရှိသောစော်ဘွားကြီးကုန်းရပ်ကွက် [illegible] သည့် (၄၀ ပေ × ၈၀ ပေ) အကျယ်အဝန်းရှိ မြေ[illegible] [illegible]မြေကွက်ပေါ်တွင် ဆောက်လုပ်ထားသော အဆောက်အဦကို (၃၁-၁၀-၂၀၀၄)နေ့တွင် ဦးထွန်းဦး [illegible] (၆)ဦးတို့ထံမှ အရောင်းအဝယ်ကတိစာချုပ် ချုပ်ဆို၍ဝယ်ယူပိုင်ဆိုင်ခဲ့ပါသည်။

၄။ အထက်ဖော်ပြပါမြေ(၂)ကွက်တွဲသည် တစ်ဆက်တစ်စပ်တည်း တည်ရှိပြီး စုစုပေါင်းဧရိယာ (၀. ၁၄၉)ဧကရှိပါသည်။ ကျွန်တော်မှ ယင်းမြေ(၂)ကွက်တွဲကိုစုပေါင်း၍ တစ်ကွက်တည်းအဖြစ် လျှောက်ထားခြင်းဖြစ်ပါသည်။ ထိုမြေကွက်သည် မြေတိုင်းရပ်ကွက်အမှတ်-၃၉၄ (ဂရန်ကွင်း) မြေကွက် အမှတ်- ၁/စ[illegible] မြေအမျိုးအစား-(ဂ) ဧရိယာ (၆၁. ၅၅၅)ဧကအတွင်း တစ်စိတ်တစ်ပိုင်းပါဝင်ပြီး မြေ [illegible] နိုင်ငံခြားသား ML မှလဂအင်ဆန်းဖြစ်သည်ဟုစုံစမ်းသိရှိရပါသည်။

၅။ ပြည်ထဲရေးဝန်ကြီးဌာနမှလည်း နိုင်ငံခြားသားပိုင်မြေကွက်များမှ နိုင်ငံသားများဝယ်ယူပိုင်ဆိုင်မှု သည့် မြေအစိတ်အပိုင်းအား အထူးဂရန်လျှောက်ထားခြင်းအပေါ် ၁၉၈၇ ခုနှစ် မရွှေ့မပြောင်းနိုင်သော ပစ္စည်းလွှဲပြောင်းခြင်းကိုကန့်သတ်သည့်ဥပဒေဖြင့် ဆောင်ရွက်ပေးခဲ့သည်ဟု ကြားသိရပါသည်။ ထို့ကြောင့် ကျွန်တော့်အနေဖြင့်လည်း နိုင်ငံခြားသားပိုင်မြေအစိတ်အပိုင်းကိုဝယ်ယူပိုင်ဆိုင်ခဲ့ပါသဖြင့် ဂရန်အမည် ပေါက်ရေးအတွက် ယခုကဲ့သို့ပြည်ထဲရေးဝန်ကြီးဌာနသို့ လျှောက်ထားခဲ့ခြင်းဖြစ်ပါသည်။

သို့ဖြစ်ပါ၍ ရန်ကုန်တိုင်းဒေသကြီး အင်းစိန်မြို့နယ်၊ စော်ဘွားကြီးကုန်းရပ်ကွက်၊ ၁၀-မိုင် ပြည်လမ်း၊ အမှတ်-၆၈၀ ဧရိယာ (၀. ၁၄၉)ဧကအကျယ်အဝန်းရှိကျွန်တော်ဝယ်ယူပိုင်ဆိုင်သော မြေကွက်ကို ကျွန်တော်ဦးတင်မောင်ဆွေ (၁၂/သဃက(နိုင်) ၁၂၆၁၁၇)အမည်ဖြင့် ဂရန်အမည်ပေါက်ရရှိနိုင်ရေးအတွက် ဆောင်ရွက်ပေးနိုင်ပါရန် လျှောက်ထားအပ်ပါသည်။

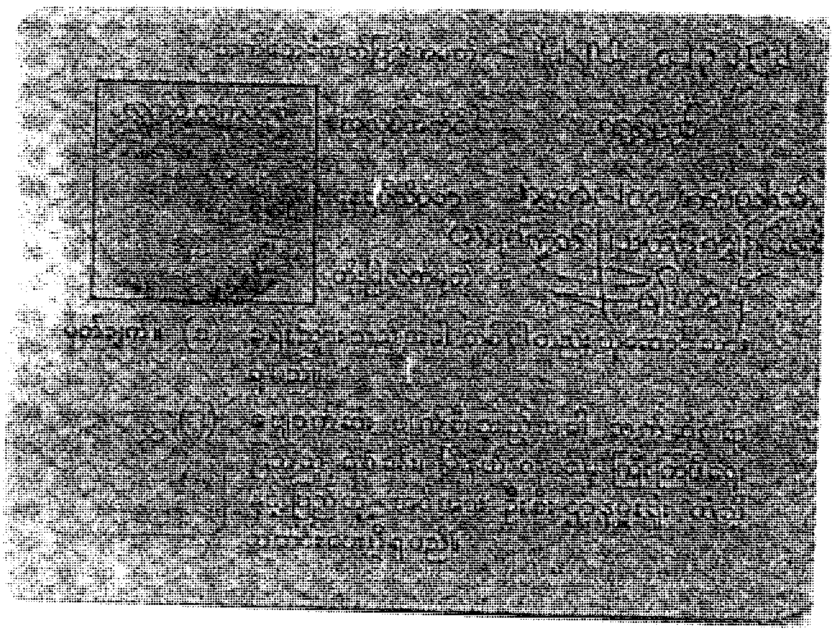
ပူးတွဲလျက် -

(၁)	၁-၉-၂၀၀၄ နေ့တွင် ချုပ်ဆိုသည့် မြေအရောင်းအဝယ် ကတိစာချုပ်မိတ္တူ	-	(၁) စောင်
(၂)	[illegible] နေ့တွင် ချုပ်ဆိုသည့် မြေအရောင်းအဝယ် ကတိစာချုပ်မိတ္တူ	-	(၁) စောင်
(၃)	နိုင်ငံသားစိစစ်ရေးကတ် မိတ္တူ	-	(၁) စောင်
(၄)	အိမ်ထောင်စုစာရင်း မိတ္တူ	-	(၁) စောင်
(၅)	မြေကွက်တည်နေရာပြမြေပုံကြမ်း မိတ္တူ	-	(၁) စောင်

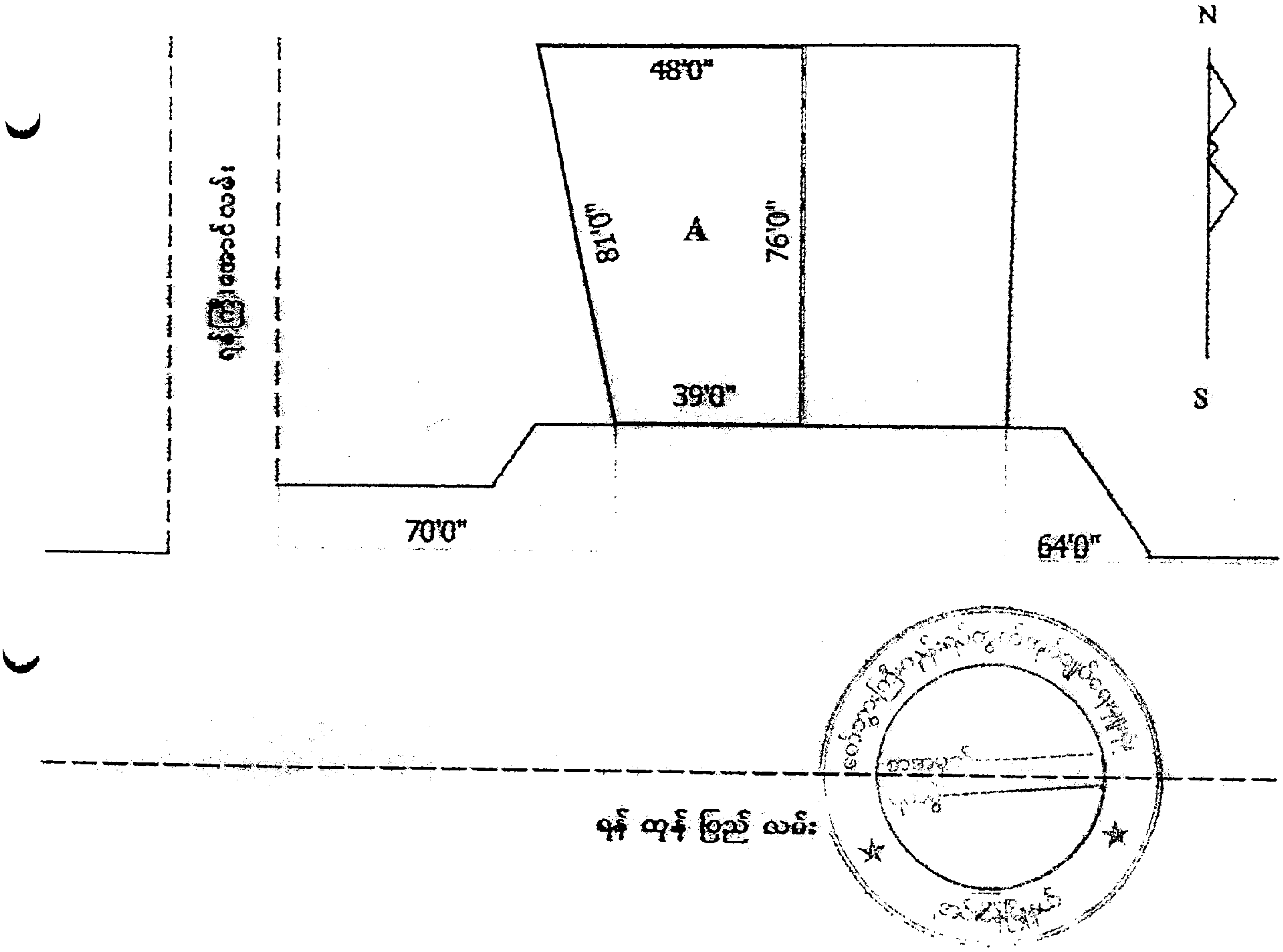
လေးစားစွာဖြင့်

ဦးတင်မောင်ဆွေ
၁၂/သဃက(နိုင်) ၁၂၆၁၁၇
အမှတ်-၆၈၀၊ ပြည်လမ်း၊ ၁၀-မိုင်၊
စော်ဘွားကြီးကုန်း၊ အင်းစိန်မြို့နယ်
ရန်ကုန်တိုင်းဒေသကြီး





ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ တော်ဘုရားကြီးကုန်းကျေးရွာ (၁၀–မိုင်ကုန်း) ME ရုံသာအင်ဆန်း အနောက်ဘက်၊ မြေတိုင်းကွင်းအမှတ်–၃၉၄ (ဂရန့်ကွင်း) မြေကွက်အမှတ် ၁/ဈ G အမျိုးအစားမြေ၊ ဧရိယာ ၆၁.၅၅၅ ဧက၏ တစ်စိတ်တစ်ပိုင်း ဖြစ်သောမြေကွက်



စကေး: 1' = 50'0"

အင်းစိန်မြို့နယ်

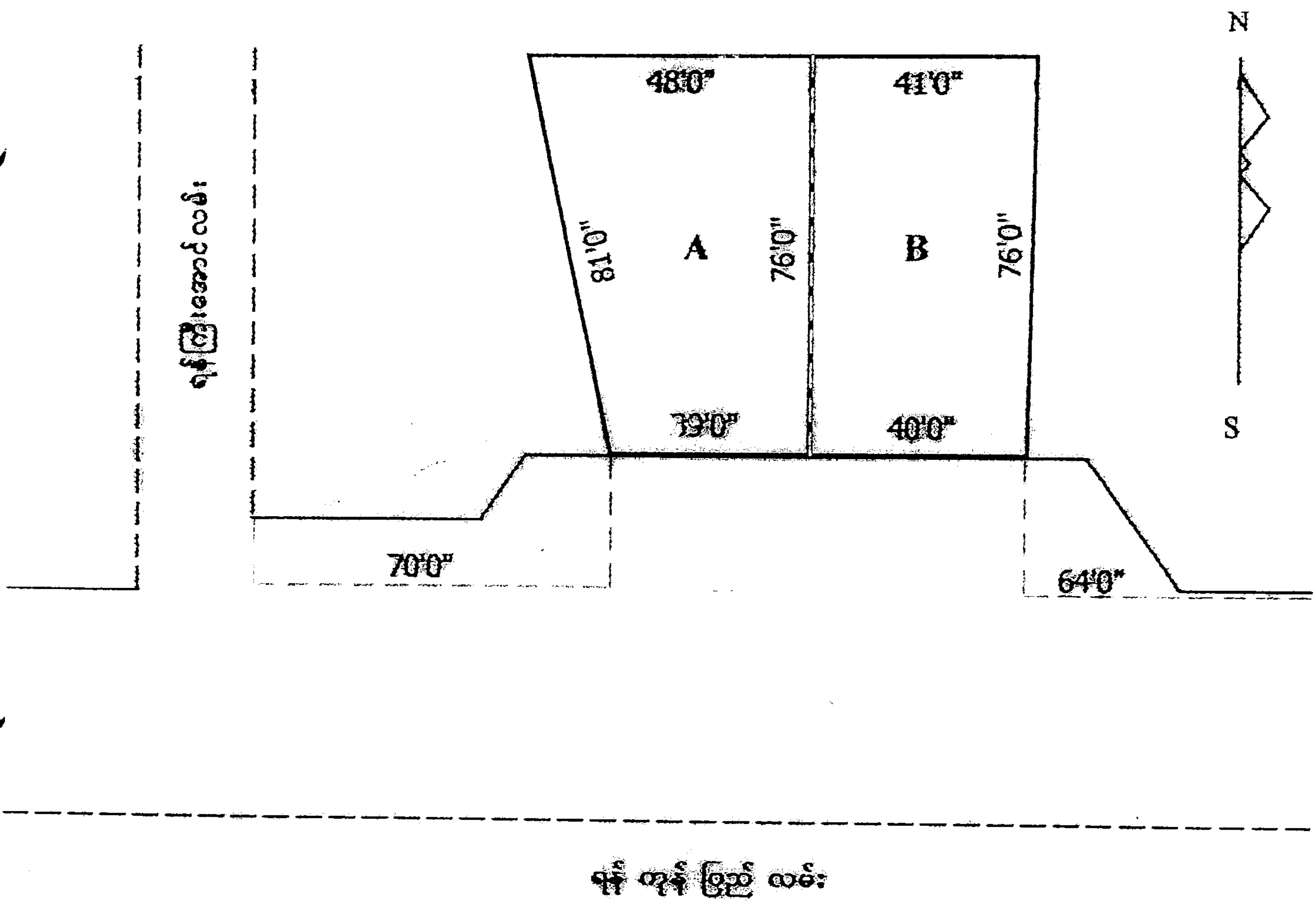
မြေတိုင်း – ၃၉၄

မြေကွက် – ၁/ဈ

ဧရိယာ – ၀.၀၇၅၉ဧက (၃၃၀၇.၁၅၁ စတုရန်းပေ)

(နီစွန်း)
အုပ်ချုပ်ရေးမှူး
တော်ဘုရားကြီးကုန်းရပ်ကွက်

ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ ဆော်ဘွားကြီးကုန်းကျေးရွာ (၁၀-ရိုင်ကုန်း) ME မှလာအင်ဆန်း အမည်ပေါက်၊ မြေတိုင်းကွင်းအမှတ်-၃၉၄ (ဂရန်ကွင်း) မြေကွက်အမှတ် ၁/စ" G အမျိုးအစားမြေ၊ ဧရိယာ ၆၁.၅၅၅ ဧကအနက် တစ်စိတ်တစ်ပိုင်း ဖြစ်သောမြေကွက်



စကေး 1" = 50'0"

အင်းစိန်မြို့နယ်

မြေတိုင်း - ၃၉၄

မြေကွက် - ၁/စ"

ဧရိယာ - ၀.၀၇၅၉ဧက + ၀.၀၇၀ဧက

၃၃၀၇.၁၅၁ စတုရန်းပေ + ၃၀၇၈.၀၃ စတုရန်းပေ

ကအမှတ်............
ရက်စွဲ..............

ပြည်ထောင်စုသမ္မတမြန်မာနိုင်ငံတော်
ရန်ကုန်တိုင်းဒေသကြီးအစိုးရ
ရန်ကုန်မြို့တော်စည်ပင်သာယာရေးကော်မတီ
အင်ဂျင်နီယာဌာန(အဆောက်အအုံ)

C00632

စာအမှတ် ၊ ၂၀၉၂(ရ) ၂၁၉၄ / စည်ပင် - ယာ(အုံ)
ရက်စွဲ ၊ ၂၀၁၅ ခုနှစ် မေ လ၊ ၄ ရက်

သို့

..ဦးတင်မောင်ဆွေ.........................
..အမှတ်(၆၈၁) ပြည်လမ်း၊..............
..ဇော်ဘွားကြီးကုန်းရပ်ကွက်၊ အင်းစိန်မြို့နယ်

၃-ထပ်ထက်ကျော်လွန်ဆောက်လုပ်ပါက ဖျက်သိမ်းသည်အထိ အရေးယူမည်။

မြေပိုင်ဆိုင်မှုနှင့်မသက်ဆိုင်ပေ | **ORIGINAL**

အကြောင်းအရာ ။ **အဆောက်အအုံဆောက်လုပ်ခွင့်ပြုခြင်း**

ရည်ညွှန်းချက် ။ အဆောက်အအုံပုံစံများနှင့်အတူ ပူးတွဲတင်သွင်းသော ...၁၁-၁၁-၂၀၁၄......ရက်စွဲပါလျှောက်လွှာ

၁။ ၎င်းလျှောက်လွှာနှင့်တင်သွင်းသော အဆိုပါဆောက်လုပ်ခွင့်အား မိမိပိုင်/မြေနယ်နိမိတ်အတွင်း၌သာ အောက်ဖော်ပြပါ အချက်အလက်များ၊ တဖက်ဖော်ပြပါညွှန်ကြားချက်များအတိုင်းသတိပြုလိုက်နာစေလျက်ဆောက်လုပ်ရန် ခွင့်ပြုပါသည်။

(က) ပိုင်ရှင်အမည် ....ဦးတင်မောင်ဆွေ..........
(ခ) မြေတိုင်းရပ်ကွက်အမှတ် ....-....... မြေကွက်အမှတ် ....-.......
(ဂ) လိပ်စာ ..အမှတ်(၆၈၁)၊ ပြည်လမ်း၊ ဇော်ဘွားကြီးကုန်းရပ်ကွက်၊ အင်းစိန်မြို့နယ်..
(ဃ) အဆောက်အအုံဆိုင်ရာအချက်အလက်များ
(၁) အထပ်၊ အမျိုးအစား ..Basement + ၃ ထပ်တိုက်..
(၂) အကျယ်အဝန်း ..၇၄´-၅"/၄၄´-၃" + ၅၁´ x ၅၄´-၆" + ၄၅´/၉၈´-၆"..
(၃) အမြင့် ..Basement ၁၀'၊ မြေညီ ၁၂´၊ ကျန်အထပ် ၉´..
(၄) သီးခြားဖော်ပြချက် ..ဆောက်လုပ်ရေးသုံးပစ္စည်းအရောင်းဆိုင်..
..-..
(၅) မြေကျန်များ
ရှေ့/နောက် ..ရှေ့ ၂၀´.. ..နောက် ၆´..
ဘေး (ဝဲ/ယာ) ..ဘေးဝဲ ၄´၊ ဘေးယာ ၄´ ချန် အမိုးစွန်းမှ..
(င) လိုင်စင်ရအင်ဂျင်နီယာ(LS) ..ဒေါ်ခင်မာဝင်း(LS-၁၄၂၀)..
(စ) လိုင်စင်ရ ကန်ထရိုက်တာ (LC) ..-..
(ဆ) လိုင်စင်ရ အဆောက်အအုံအင်ဂျင်နီယာ(SEC/AC) ..ဒေါ်ခင်ခင်ချို(SEC-၃၂)..

၂။ ဤဌာန၏ခွင့်ပြုပြီးပုံစံနှင့် တဖက်ဖော်ပြပါညွှန်ကြားချက်များအတိုင်း အတိအကျလိုက်နာ ဆောင်ရွက်ရန်ဖြစ်ပြီး လိုက်နာ ဆောင်ရွက်ခြင်း မရှိပါက ဌာန၏ လုပ်ထုံးလုပ်နည်းများနှင့်အညီ အရေးယူခြင်းခံရမည်။

၃။ ပူးတွဲပါများ
(က) အတည်ပြုပုံစံ (၃) ရွက်
(ခ) အဆောက်အအုံလုပ်ငန်းစစ်ဆေးချက်မှတ်တမ်းစာအုပ် (၁) အုပ်

ဌာနမှူး

မိတ္တူကို
ဒုတိယဌာနမှူး(စစ်ဆေးရေးဌာနခွဲ)

ညွှန်ကြားချက်များ

(က) အဆောက်အအုံဆောက်လုပ်သည့်အခါ နောက်ဖေးလမ်းကြားတွင်မြေများစုပုံခြင်းမပြုရ။

(ခ) အဆောက်အအုံဆောက်လုပ်နေစဉ်အတွင်း ဆောက်လုပ်ရေးလုပ်ငန်းသုံးပစ္စည်းများကို ယာယီခွင့်ပြုထားသည့် ဧရိယာအတွင်း၌သာ သတ်မှတ်ထားသည့်ပုံစံအတိုင်း စနစ်တကျထားရှိရမည်။ ခွင့်ပြုထားခြင်းမရှိပါက မိမိပိုင်ဧရိယာအတွင်း၌သာ ထားရှိရမည်။

(ဂ) အဆောက်အအုံဆောက်လုပ်ပြီးစီးလျှင် ပြီးစီးကြောင်းသက်သေခံလက်မှတ်လျှောက်ထားရမည်။

(ဃ) ဤခွင့်ပြုလိုက်သောပုံစံကို အဆောက်အအုံဆောက်လုပ်နေသော နေရာရှိတာဝန်ခံတစ်ဦးဦးထံတွင် အမြဲရှိနေစေရမည်။

(င) ဤခွင့်ပြုချက်သည် ခွင့်ပြုသည့်နေ့မှစ၍ တစ်နှစ်အတွက်သာဖြစ်သည်။ ခွင့်ပြုမိန့်သက်တမ်းအတွင်း ဆောက်လုပ်ပြီးစီးနိုင်ခြင်း မရှိပါက သက်တမ်းမကုန်ဆုံးမီ (၁၅)ရက်ကြိုတင်၍ သက်တမ်းတိုးခွင့်အား လျှောက်ထားရမည်ဖြစ်ပြီး သက်တမ်းတိုးခွင့် လျှောက်ထားခြင်းမရှိသော ခွင့်ပြုမိန့်အား သက်တမ်းကုန်ဆုံးသည့်နေ့တွင် အလိုအလျောက် ရုပ်သိမ်းပြီးဖြစ်သည်ဟု မှတ်ယူရမည်။

(စ) အမှိုက်စွန့်ပစ်မှုစနစ်နှင့်ပတ်သက်၍ ပတ်ဝန်းကျင်ထိန်းသိမ်းရေးနှင့် သန့်ရှင်းရေးဌာန၏ ညွှန်ကြားချက် အတိုင်း လိုက်နာဆောင်ရွက်ရမည်။

(ဆ) ရေနှင့်သန့်ရှင်းမှုဆိုင်ရာကိစ္စရပ်များအား အင်ဂျင်နီယာဌာန(ရေနှင့်သန့်ရှင်းမှု)၏ ညွှန်ကြားချက်အတိုင်း လိုက်နာဆောင်ရွက်ရမည်။

(ဇ) ရေမြောင်းနှင့် ပတ်သက်၍ အင်ဂျင်နီယာဌာန(လမ်းနှင့်တံတား) ညွှန်ကြားချက် အတိုင်းလိုက်နာဆောင်ရွက်ရမည်။

(ဈ) လုပ်ငန်းခွင်မှစွန့်ပစ်ပစ္စည်းများ၊ လုပ်ငန်းသုံးပစ္စည်းများ သယ်ယူခြင်းနှင့် စွန့်ပစ်ခြင်းတို့ကြောင့် လမ်းများညစ်ပေ၍ လမ်းသားများပျက်စီးခြင်း၊ ရေမြောင်းများပိတ်ဆို့ခြင်းမဖြစ်အောင်ဆောင်ရွက်ရမည်။

(ည) လျှပ်စစ်အန္တရာယ်နှင့်အခြားသောလုပ်ငန်းခွင်အန္တရာယ်ကင်းရှင်းရေးဂရုပြုဆောင်ရွက်ရန်။

(ဋ) ပတ်ဝန်းကျင်နှင့်ဆက်စပ်လျက်ရှိသော အဆောက်အအုံများ၊ ပစ္စည်းများနှင့် လမ်းသွားလမ်းလာတို့ကို မထိခိုက်စေရန်အတွက် လုံလောက်သော အစီအမံဖြင့် လုံခြုံရေးပိုက်များ ကာရံထားရမည်။

(ဌ) လုပ်ငန်းခွင်ရှိ အလုပ်သမားများ၊ ဘေးအန္တရာယ်မရှိစေရေးအတွက် လုပ်ငန်းခွင်သုံးလုံခြုံရေးဆိုင်ရာ ပစ္စည်းများဖြစ်သည့် ခါးပတ်၊ လက်အိတ်၊ ဖိနပ်၊ ဦးထုပ်၊ မျက်မှန် စသည်တို့ကို ထားရှိ၍ အသုံးပြုရမည်။

(ဍ) အန္တရာယ်ဖြစ်စေနိုင်သည့် လှေကားခွင်များနှင့် လုပ်ငန်းခွင်ယာယီ လျှပ်စစ်ဆက်သွယ်သည့်နေရာများကို လမ်းညွှန်နှင့် သတိပေးဆိုင်းဘုတ်များ တပ်ဆင်ထားပြီး လုံလောက်သော အကာအရံများထားရှိရမည်။

(ဎ) ထိခိုက်မှုများအတွက် အရေးပေါ်ကုသနိုင်ရေးဆေးသေတ္တာထားရှိရမည်။

(ဏ) သီးခြားညွှန်ကြားချက်များဖြစ်သော Transformer ၊ မီးစက်ထားရှိရမည့်နေရာနှင့်ပတ်သက်၍ ရန်ကုန်မြို့တော်လျှပ်စစ်ဓါတ်အားပေးရေးအဖွဲ့(YESB)၏ညွှန်ကြားချက်အား တိကျစွာလိုက်နာရန်နှင့် အရေးပေါ်မီးငြိမ်းသတ်မှုစနစ်နှင့်ပတ်သက်၍ မီးသတ်ဦးစီးဌာန၏ ညွှန်ကြားချက်များအား တိကျစွာ လိုက်နာရမည်။

(တ) အဆောက်အအုံဆောက်လုပ်ခြင်းဆိုင်ရာ လုပ်ထုံးလုပ်နည်းများ၊ နည်းဥပဒေများအား တိကျစွာ လိုက်နာရမည်။

(ထ) အဆောက်အအုံဆောက်လုပ်မှုဆိုင်ရာလုပ်ငန်းများကို (၀၇:၀၀)နာရီမှ (၁၈:၀၀)နာရီအတွင်းသာဆောင်ရွက်ရမည်။

ဌာနမှူး

ညွှန်ကြားချက်များ

(က) အဆောက်အအုံဆောက်လုပ်သည့်အခါ နောက်ဖေးလမ်းကြားတွင်မြေများစုပုံခြင်းမပြုရ။

(ခ) အဆောက်အအုံဆောက်လုပ်နေစဉ်အတွင်း ဆောက်လုပ်ရေးလုပ်ငန်းသုံးပစ္စည်းများကို ယာယီခွင့်ပြုထားသည့် ဧရိယာအတွင်း၌သာ သတ်မှတ်ထားသည့်ပုံစံအတိုင်း စနစ်တကျထားရှိရမည်။ ခွင့်ပြုထားခြင်းမရှိပါက မိမိပိုင်ဧရိယာအတွင်း၌သာ ထားရှိရမည်။

(ဂ) အဆောက်အအုံဆောက်လုပ်ပြီးစီးလျှင် ပြီးစီးကြောင်းသက်သေခံလက်မှတ်လျှောက်ထားရမည်။

(ဃ) ဤခွင့်ပြုလိုက်သောပုံစံကို အဆောက်အအုံဆောက်လုပ်နေသော နေရာရှိတာဝန်ခံတစ်ဦးဦးထံတွင် အမြဲရှိနေစေရမည်။

(င) ဤခွင့်ပြုချက်သည် ခွင့်ပြုသည့်နေ့မှစ၍ တစ်နှစ်အတွက်သာဖြစ်သည်။ ခွင့်ပြုမိန့်သက်တမ်းအတွင်း ဆောက်လုပ်ပြီးစီးနိုင်ခြင်း မရှိပါက သက်တမ်းမကုန်ဆုံးမီ (၁၅)ရက်ကြိုတင်၍ သက်တမ်းတိုးခွင့်အား လျှောက်ထားရမည်ဖြစ်ပြီး သက်တမ်းတိုးခွင့် လျှောက်ထားခြင်းမရှိသော ခွင့်ပြုမိန့်အား သက်တမ်းကုန်ဆုံးသည့်နေ့တွင် အလိုအလျောက်ရုပ်သိမ်းပြီးဖြစ်သည်ဟု မှတ်ယူရမည်။

(စ) အမှိုက်စွန့်ပစ်မှုစနစ်နှင့်ပတ်သက်၍ ပတ်ဝန်းကျင်ထိန်းသိမ်းရေးနှင့် သန့်ရှင်းရေးဌာန၏ ညွှန်ကြားချက် အတိုင်း လိုက်နာဆောင်ရွက်ရမည်။

(ဆ) ရေနှင့်သန့်ရှင်းမှုဆိုင်ရာကိစ္စရပ်များအား အင်ဂျင်နီယာဌာန(ရေနှင့်သန့်ရှင်းမှု)၏ ညွှန်ကြားချက်အတိုင်း လိုက်နာဆောင်ရွက်ရမည်။

(ဇ) ရေမြောင်းနှင့် ပတ်သက်၍ အင်ဂျင်နီယာဌာန(လမ်းနှင့်တံတား) ညွှန်ကြားချက် အတိုင်းလိုက်နာဆောင်ရွက်ရမည်။

(ဈ) လုပ်ငန်းခွင်မှစွန့်ပစ်ပစ္စည်းများ၊ လုပ်ငန်းသုံးပစ္စည်းများ သယ်ယူခြင်းနှင့် စွန့်ပစ်ခြင်းတို့ကြောင့် လမ်းများညစ်ပေ၍ လမ်းသားများပျက်စီးခြင်း၊ ရေမြောင်းများပိတ်ဆို့ခြင်းမဖြစ်အောင်ဆောင်ရွက်ရမည်။

(ည) လျှပ်စစ်အန္တရာယ်နှင့်အခြားသောလုပ်ငန်းခွင်အန္တရာယ်ကင်းရှင်းရေးဂရုပြုဆောင်ရွက်ရန်။

(ဋ) ပတ်ဝန်းကျင်နှင့်ဆက်စပ်လျက်ရှိသော အဆောက်အအုံများ၊ ပစ္စည်းများနှင့် လမ်းသွားလမ်းလာတို့ကို မထိခိုက်စေရန်အတွက် လုံလောက်သော အစီအမံဖြင့် လုံခြုံရေးပိုက်များ ကာရံထားရမည်။

(ဌ) လုပ်ငန်းခွင်ရှိ အလုပ်သမားများ၊ ဘေးအန္တရာယ်မရှိစေရေးအတွက် လုပ်ငန်းခွင်သုံးလုံခြုံရေးဆိုင်ရာ ပစ္စည်းများဖြစ်သည့် ခါးပတ်၊ လက်အိတ်၊ ဖိနပ်၊ ဦးထုပ်၊ မျက်မှန် စသည်တို့ကို ထားရှိ၍ အသုံးပြုရမည်။

(ဍ) အန္တရာယ်ဖြစ်စေနိုင်သည့် လှေကားခွင်များနှင့် လုပ်ငန်းခွင်ယာယီ လျှပ်စစ်ဆက်သွယ်သည့်နေရာများကို လမ်းညွှန်နှင့် သတိပေးဆိုင်းဘုတ်များ တပ်ဆင်ထားပြီး လုံလောက်သော အကာအရံများထားရှိရမည်။

(ဎ) ထိခိုက်မှုများအတွက် အရေးပေါ်ကုသနိုင်ရေးဆေးသေတ္တာထားရှိရမည်။

(ဏ) သီးခြားညွှန်ကြားချက်များဖြစ်သော Transformer ၊ မီးစက်ထားရှိရမည့်နေရာနှင့်ပတ်သက်၍ ရန်ကုန်မြို့တော်လျှပ်စစ်ဓါတ်အားပေးရေးအဖွဲ့(YESB)၏ညွှန်ကြားချက်အား တိကျစွာလိုက်နာရန်နှင့် အရေးပေါ်မီးဖြိမ်းသတ်မှုစနစ်နှင့်ပတ်သက်၍ မီးသတ်ဦးစီးဌာန၏ ညွှန်ကြားချက်များအား တိကျစွာ လိုက်နာရမည်။

(တ) အဆောက်အအုံဆောက်လုပ်ခြင်းဆိုင်ရာ လုပ်ထုံးလုပ်နည်းများ၊ နည်းဥပဒေများအား တိကျစွာ လိုက်နာရမည်။

(ထ) အဆောက်အအုံဆောက်လုပ်မှုဆိုင်ရာလုပ်ငန်းများကို (၀၇:၀၀)နာရီမှ (၁၈:၀၀)နာရီအတွင်းသာဆောင်ရွက်ရမည်။

C00632

ပြည်ထောင်စုသမ္မတမြန်မာနိုင်ငံတော်
ရန်ကုန်တိုင်းဒေသကြီးအစိုးရ
ရန်ကုန်မြို့တော်စည်ပင်သာယာရေးကော်မတီ
အင်ဂျင်နီယာဌာန(အဆောက်အအုံ)

စာအမှတ်၊ ၂၀၉၂(ရ) ၂၁၉၄ / စည်ပင် - ယာ(အုံ)
ရက်စွဲ ၊ ၂၀၁၅ ခုနှစ် မေ လ၊ ၄ ရက်

၃-ထပ်ထက်ကျော်လွန်သောဆောက်လုပ်ပါက ချက်သိမ်းသည်အထိ အရေးယူမည်။

မြေပိုင်ဆိုင်မှုနှင့်မသက်ဆိုင်ပေ

ORIGINAL

သို့

ဦးတင်မောင်ဆွေ
အမှတ်(၆၈၁)၊ ပြည်လမ်း၊
စော်ဘွားကြီးကုန်းရပ်ကွက်၊ အင်းစိန်မြို့နယ်

အကြောင်းအရာ ။ အဆောက်အအုံဆောက်လုပ်ခွင့်ပြုခြင်း

ရည်ညွှန်းချက် ။ အဆောက်အအုံပုံစံများနှင့်အတူ ပူးတွဲတင်သွင်းသော ၁၁-၁၁-၂၀၁၄ ရက်စွဲပါလျှောက်လွှာ

၁။ ငှင်းလျှောက်လွှာနှင့်တင်သွင်းသော အဆိုပါဆောက်လုပ်ခွင့်အား မိမိပိုင်/မြေနယ်နိမိတ်အတွင်း၌သာ အောက်ဖော်ပြပါ အချက်အလက်များ၊ တဖက်ဖော်ပြပါညွှန်ကြားချက်များအတိုင်းသတိပြုလိုက်နာစေလျက်ဆောက်လုပ်ရန် ခွင့်ပြုပါသည်။

(က) ပိုင်ရှင်အမည် ဦးတင်မောင်ဆွေ
(ခ) မြေတိုင်းရပ်ကွက်အမှတ် - မြေကွက်အမှတ် -
(ဂ) လိပ်စာ အမှတ်(၆၈၁)၊ ပြည်လမ်း၊ စော်ဘွားကြီးကုန်းရပ်ကွက်၊ အင်းစိန်မြို့နယ်
(ဃ) အဆောက်အအုံဆိုင်ရာအချက်အလက်များ
 (၁) အထပ်၊ အမျိုးအစား Basement + ၃ ထပ်တိုက်
 (၂) အကျယ်အဝန်း ၇၄´-၅"/၄၄´-၃" + ၅၁´ x ၅၄´-၆" + ၄၅´/၉၈´-၆"
 (၃) အမြင့် Basement ၁၀´၊ မြေညီ ၁၂´၊ ကျန်အထပ် ၉´
 (၄) သီးခြားဖော်ပြချက် ဆောက်လုပ်ရေးသုံးပစ္စည်းအရောင်းဆိုင်
 -
 (၅) မြေကျန်များ
  ရှေ့/နောက် ရှေ့ ၂၀´
  နောက် ၆´
  ဘေး(ဝဲ/ယာ) ဘေးဝဲ ၄´၊ ဘေးယာ ၄´ ချန် အမိုးစွန်းမှ
(င) လိုင်စင်ရအင်ဂျင်နီယာ(LS) ဒေါ်ခင်မာဝင်း(LS-၁၄၂၀)
(စ) လိုင်စင်ရ ကန်ထရိုက်တာ (LC) -
(ဆ) လိုင်စင်ရ အဆောက်အအုံအင်ဂျင်နီယာ(SEC/AC) ဒေါ်ခင်ခင်ချို(SEC-၃၂)

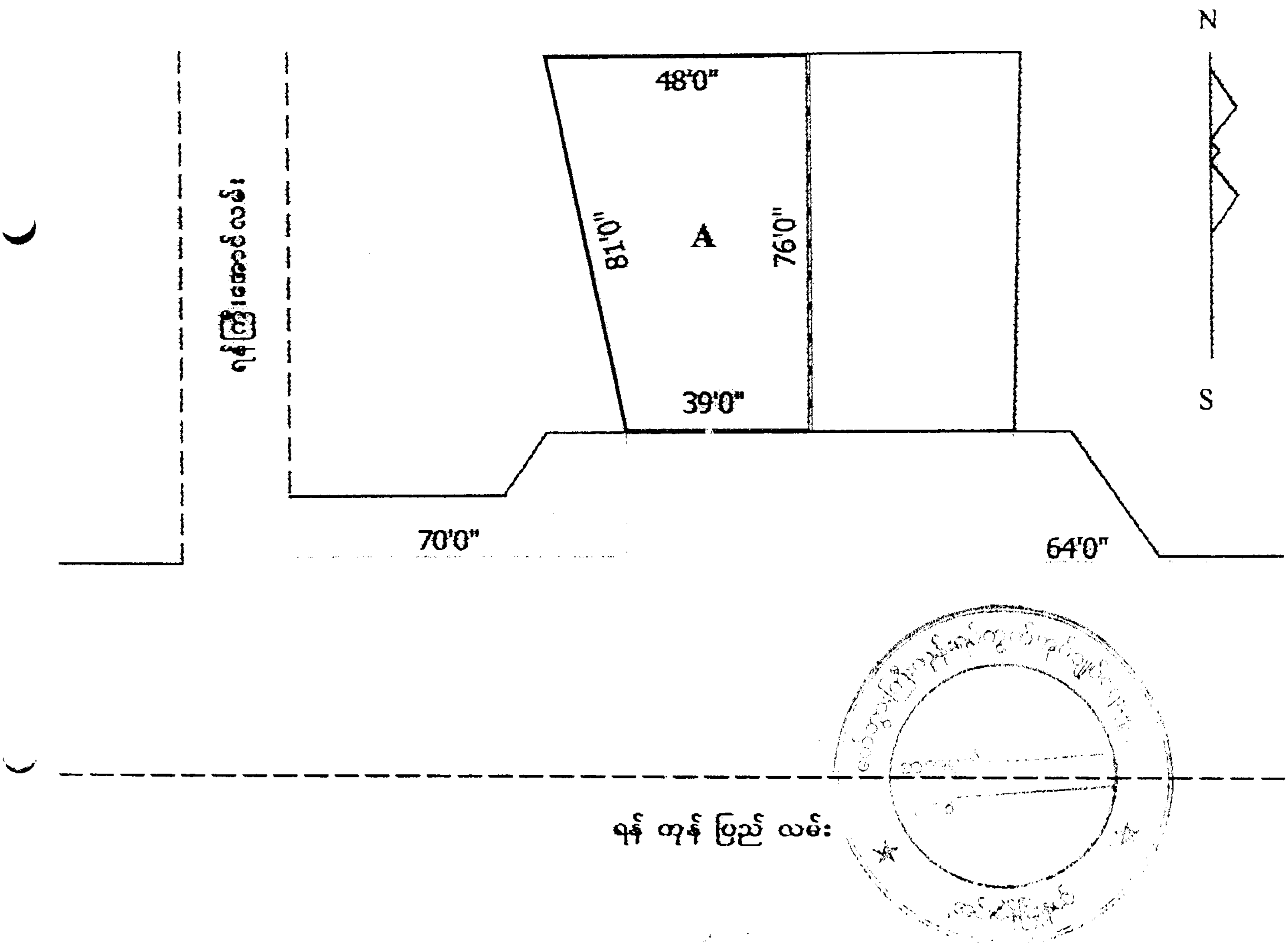
၂။ ဤဌာန၏ခွင့်ပြုပြီးပုံစံနှင့် တဖက်ဖော်ပြပါညွှန်ကြားချက်များအတိုင်း အတိအကျလိုက်နာ ဆောင်ရွက်ရန်ဖြစ်ပြီး လိုက်နာ ဆောင်ရွက်ခြင်း မရှိပါက ဌာန၏လုပ်ထုံးလုပ်နည်းများနှင့်အညီ အရေးယူခြင်းခံရမည်။

၃။ ပူးတွဲပါများ
(က) အတည်ပြုပုံစံ (၃) ရွက်
(ခ) အဆောက်အအုံလုပ်ငန်းစစ်ဆေးချက်မှတ်တမ်းစာအုပ် (၁) အုပ်

ဌာနမှူး

မိတ္တူကို
ဒုတိယဌာနမှူး(စစ်ဆေးရေးဌာနခွဲ)
အုပ်ချုပ်ရေးမှူး(အင်းစိန်)မြို့နယ်

ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ စော်ဘွားကြီးကုန်းကျေးရွာ (၁၀-မိုင်ကုန်း) ME ရုလာအင်ဆန်း အညည်ပေါက်၊ မြေတိုင်းကွင်းအမှတ်-၃၉၄ (ဂရန့်ကွင်း) မြေကွက်အမှတ် ၁/စ" G အမျိုးအစားမြေ၊ ဧရိယာ ၆၁.၅၅၅ ဧက၏ တစ်စိတ်တစ်ပိုင်း ဖြစ်သောမြေကွက်



စကေး 1' = 50'0"

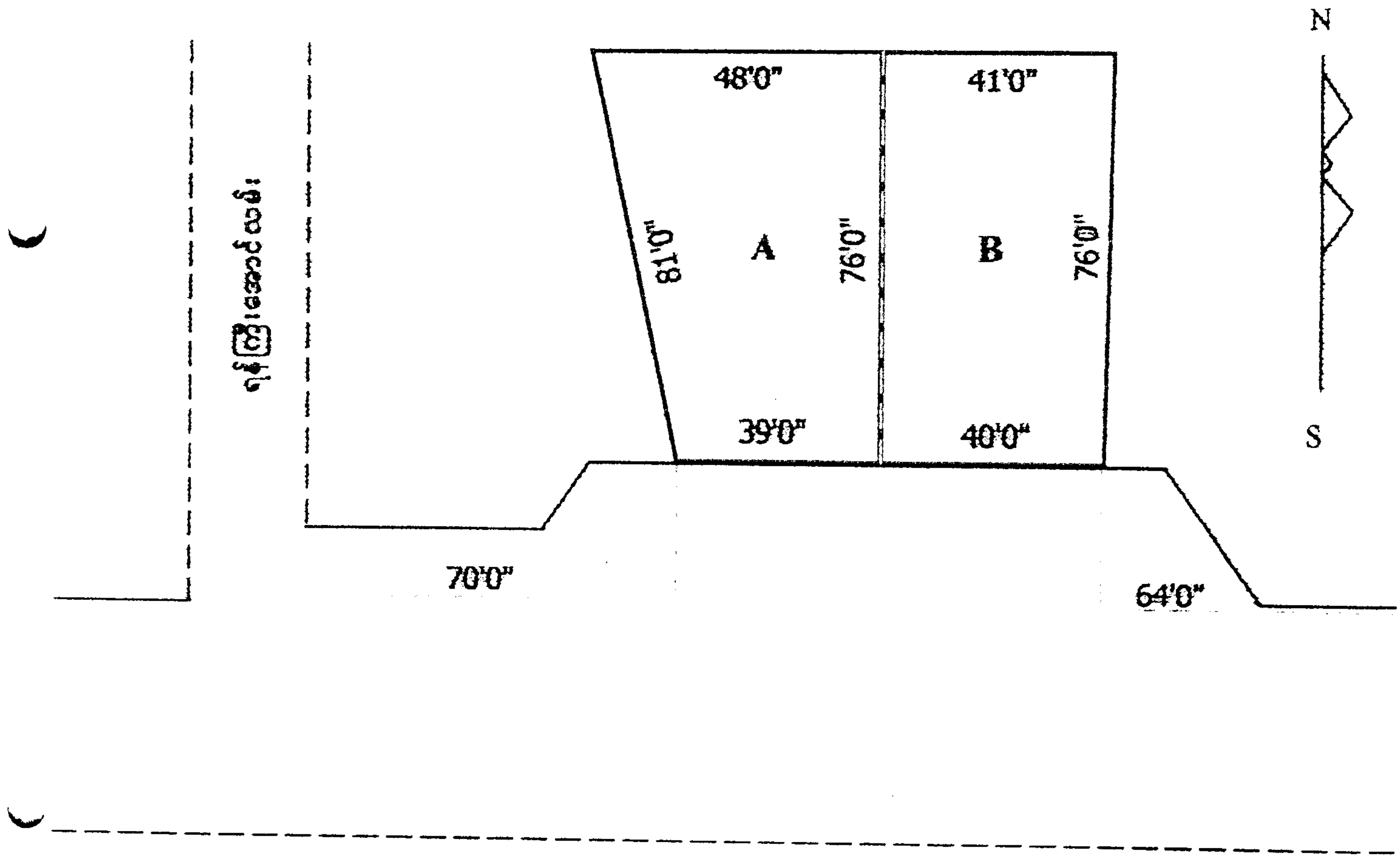
အင်းစိန်မြို့နယ်

မြေတိုင်း – ၃၉၄

မြေကွက် – ၁/စ"

ဧရိယာ – ၀.၀၇၉ဧက (၆၅၀၇.၁၅၁ စတုရန်းပေ)

ရန်ကုန်တိုင်းဒေသကြီး၊ အင်းစိန်မြို့နယ်၊ ဇော်ဘွားကြီးကုန်းကျေးရွာ (၁၀–မိုင်ကုန်း) ME မူလာအင်ဆန်း အစည်ဝေါတ်၊ မြေတိုင်းတွင်းအမှတ်–၃၉၄ (ဂရန်တွင်း) မြေတွက်အမှတ် ၁/စ"' G အမျိုးအစားမြေ၊ ဧရိယာ ၆၁.၅၅၅ ဧကအ တစ်စိတ်တစ်ပိုင်း ဖြစ်သောမြေကွက်



စကေး 1" = 50'0"

အင်းစိန်မြို့နယ်

မြေတိုင်း – ၃၉၄

မြေကွက် – ၁/စ"'

ဧရိယာ – ၀.၀၇၉ဧက + ၀.၀၇၀ဧက

၆၅၀၇.၁၅၁ စတုရန်းပေ + ၅၇၆၅.၈၃ စတုရန်းပေ

LEASE AGREEMENT FOR OFFICE APARTMENT

YATANABON CYBER CORP., LTD (Mandalay ICT Park)

Date:

This Lease Agreement for Office Apartment at Yatanabon Cyber Corporation Ltd. (Mandalay ICT Park) located at Yadanarbon Super Center 3rd Floor, Corner of 34th & 78th St, Chan Aye Thar Zan Township, Mandalay was made on (1) day of (October), 2018 By and Between.

Yatanabon Cyber Corp., Ltd.

Company Registration No. 1463/ 2007-2008

According to the Board of Directors Meeting at 1-July-2018, U Thein Htut, Daw Thiri Khit, U Ye Myat Thu, U Hla Myint Oo, U Nay Linn Htet

Singed for and on behalf of the Company.

(Hereinafter referred to as the "Lessor (the Owner)" is on one side, and

Myanmar International Business Academy (MIBA)

(Hereinafter referred to as the "Lessee (the Borrower)" is on the other side, made this Agreement with following terms and conditions.

(The abovementioned "Lessor (the owner)" and Lessee shall include its successors, and its legal representatives and its authorized agent.)

1. The Lessee accepts the offer to lease Production, Room No. #03-08 measuring at (6129 sq.ft), located at, Yatanabon Cyber Corporation Ltd. (Mandalay ICT Park), Yadanarbon Super Center 3rd Floor, Corner of 34th & 78th St, Chan Aye Thar Zan Township, Mandalay Division at the rate of Ks. 5,209,650/- (Ks.850 x 6129 sq.ft) (Fifty Two Lakh and Nine Thousand per month equal or 62,515,800/- (Six Hundred and Twenty Five Lakh and Fifteen Thousand and Eight Hundred Kyats Only) for one year contract paid in full amount and both parties enter into this Agreement with following terms and conditions.

2. **Lease Period and Payment of Rent**

   (a) Lease Period shall be (12) months and expired on (30) day of September, 2019.

   (b) The payment of Lease Agreement for Office Apartment is Ks. 5,209,650 (Fifty Two Lakh and Nine Thousand and Six Hundred and Fifty Kyats) for 1month and for 1 year, the payment is Ks. 62,515,800 (Six Hundred and Twenty Five Lakhs and Fifteen Thousand and Eight Hundred Kyats).

   (c) When the day of the Lessor (Owner) and the Lessee (Borrower) make the contract, the Lessee (Borrower) will not pay the deposit and agree to pay first payment

(Ks.31,257,900) for the first 6 months in 1st, September, 2018. For the second payment, the Lessee (Borrower) agree to pay (Ks.31,257,900) in 1st, April, 2019.

(d) The new lease shall be for a term of (1) year commencing on the day after the expiry of the contractual term of this lease and the rent for new lease can be amended by adjusting the rent to market rent.

3. **Agreements and Terms and Conditions to be followed by the Lessee**

(a) The Lessee agrees occupy this leased office in order to carry out the Information Communication Technology (ICT) related businesses. (Using as domestic living and cooking are not allowed)

(b) The Lessee shall pay the due electricity bill for the previous month at the rate stipulated by Yatanabon Cyber Corporation Limited, not later than 25th day of every month. (Failing which the electricity supply will be terminated)

(c) Installation of Telephone and obtaining internet access shall be required to contact the relevant Service Provider.

(d) The Lessee shall have the right to repair the leased office, if necessary, without affecting the original structure, at its expense. On termination of Lease, the lessee shall return the Leased office in good condition as original (or) shall repair the office as requested by the Lessor (owner) at the Lessee's expense. Besides, all the property of the Lessee shall be removed from the leased premises. If the Lessee will not move any of its belongings by the expiration of the lease period, such things shall be deemed as discards and Yatanabon Cyber Corporation Ltd will arrange as it considers reasonable.

(e) Operating business at after office hours and for keeping watchmen shall be informed together with the list of it to the relevant Yatanabon Cyber Corporation Ltd Office.

(f) The Lessee shall not sublease, transfer, sell, mortgage, gift or transfer otherwise the room. If it is found out, Yatanabon Cyber Corporation Ltd shall have the right to re enter the room and the advance rent and deposit paid by the Lessee will not be refundable.

(g) Should there be any damage to florescent tubes, electrical switches, the Lessee shall repair them to be in good condition as original at its own expense.

(h) Installation of Air-Con and electrical appliances shall be informed to the Yatanabon Cyber Corporation Ltd. and only upon approval of Yatanabon Cyber Corporation Ltd., the Lessee shall install the same at its own arrangement.

(i) It is prohibited to do immoral businesses and the activities against the law at the leased room, and if in the event of doing so and the room being attached, the lease shall be terminated and the advance rent and deposit shall be forfeited and the Lessee shall settle personally any problem arising from its act until all such problems being solved at its own cost and compensate for the rent of which the

Lessor would accrue during the period the room being attached and other associated damages,

(j) In the event if there any arrear tax or bill payable by the Lessee, by the time of returning the leased room to the Lessor on the expiration of the lease period, the Lessor shall have the right to deduct such amount due from the deposit and refund the exceed amount. However, if the arrear payable amount is more than the deposit, the Lessee shall settle the amount difference.

(k) According to the tax authority of government, the lessees have to pay the commercial tax 5% and stamp fees 0.5%.

4. **Duties of the Lessor (owner)**

(a) Shall do the cleanliness and maintenance outside the Office within the compound except inside the office.

(b) Except inside the office, security measures must be provided within the compound by the Lessor.

(c) Should the electricity interruption be occurred between 8:00 am and 9:00 pm, the Lessor shall supply electricity with electricity generator.

5. **Miscellaneous**

(a) The Lessee agrees that if he violates any of the abovementioned terms and conditions, the Lessor has the right to terminate the lease and to reenter the office.

(b) If the Lessee wishes to continue or to terminate the lease on expiry of the one year period, the Lessee shall inform the Lessor at least on month in advance.

(c) If the Lessor (the owner) wishes to review the rent for the further term, the Lessor (the owner) shall inform the Lessee one month in advance.

(d) If no business operation in the office is commenced within 3 months and it has been found out, Yatanabon Cyber Corporation Ltd. will retake the leased office in order for the other entrepreneur could be able to lease.

(e) Any charges and bills payable to Yatanabon Cyber Corporation Ltd. (such as electricity bill, etc...) up to 3 months, the room shall be retaken.

(f) No placing the things at corridor and common area, and sticking the stickers on the glass wall shall be made. The advertisement and signboard shall be fixed at the entrance door of the room as stipulated and hang it at the Signboard Direction outside the building at the maximum size of (1ft x1ft 6in)

(g) It is agreed that if the advertisement and signboard are posted at the place other than the stipulated place, Yatanabon Cyber Corporation Ltd shall have the right to remove it from that place.

6. The Lessor (the owner) and the Lessee understood the above mentioned terms and conditions, signed this Lease Agreement for Office Apartment before the following witnesses.

The Lessor (the owner)

Daw Thiri Khit

9/AhMaYa (N) 103003

Yatanabon Cyber Corp., Ltd.

Corner of 34st x 78st, Mandalay.

The Lessee

U Kyaw Thu Aung

12/UKM (N) 158390

Myanmar International Business Academy

Witnesses

U Hla Myint Oo

9/MaYaTa (N) 054158

Yatanabon Cyber Corp; Ltd.

Corner of 34st x 78st,Mandalay

Daw Kay Khine Htwe

12/UKM (N) 195242

Myanmar International Business Academy

Mandalay ICT Park, Yadanarbon Super Center 3rd Floor, Corner of 34th & 78th S
Mandalay, Myanmar. Ph: 95-2-69355, 95-9-43103244, 95-9-7940069355

Received Form

0518

အမှတ်စဉ် --------------------   ရက်စွဲ၊ 23.9.2018

စဉ်	အကြောင်းအရာ	သင့်ငွေ (ကျပ်)	ပေါင်း (ကျပ်)
	(Mibe [illegible] 0.5%)		[illegible]
	52,09,650 x 12 months = 625,15,800/- (1 Year)		
	(625,15,800 x 0.5% = 312,600/-)		
		စုစုပေါင်း	312,600/-

(စုစုပေါင်းကျပ် သုံးသိန်း တစ်သောင်း နှစ်ထောင် ခြောက်ရာ ကျပ်တိတိ/- ------ တိတ်

Khaing Thida San
ငွေပေးသွင်းသူ   ငွေလက်ခံရရှိ

Yatanabon Cyber Corporation Ltd.

Mandalay ICT Park, Yadanarbon Super Center 3rd Floor, Corner of 34th & 78th S
Mandalay, Myanmar. Ph: 95-2-69355, 95-9-43103244, 95-9-7940069355

Received Form

0564

အမှတ်စဉ် --------------------   ရက်စွဲ၊ 2.11.2018

စဉ်	အကြောင်းအရာ	သင့်ငွေ (ကျပ်)	ပေါင်း (ကျပ်)
	Mibe (Room-[illegible]) Tax 5.5% ဆောင်ရန်ပေးငွေ		3125790
	Commercial Tax - 5%		
	Stamp duty Fee - 0.5%		
	52,09,650 x 12 months = 625,15,800/ (1 Year)		
	(62515800/- x 5% = 3125790)		
		စုစုပေါင်း	31,25,790

(စုစုပေါင်းကျပ် သုံးဆယ့်တစ်သိန်း နှစ်သောင်း ငါးထောင့် ခုနစ်ရာ့ ကိုးဆယ်ကျပ်တိတိ/- ------ တိတ်

Nyu 2.11.18
ငွေပေးသွင်းသူ   ငွေလက်ခံရရှိ

နှစ်ဦးသဘောတူ ရုံးခန်းငှားရမ်းခြင်း သဘောတူစာချုပ်

နေ့စွဲ။ ။ ၂၀၁၉ ခုနှစ်၊ ဖေဖော်ဝါရီလ (   ) ရက်။

ရုံးခန်းပိုင်ရှင် ။ ။ ဒေါ်သီရိခေတ်
Managing Director
၉/အမရ (နိုင်) ၁၀၃၀၀၃
Yatanabon Cyber Corp., Ltd.
တတိယထပ်၊ ရတနာပုံဆိုက်ဘာစင်တာ၊
၇၈ လမ်းနှင့် ၃၄ လမ်းထောင့်၊
ချမ်းအေးသာဇံမြို့နယ်၊ မန္တလေးမြို့။

ရုံးခန်းငှားရမ်းသူ ။ ။ ဦးကျော်သူအောင်
Managing Director
၁၂/ဥကမ (နိုင်) ၁၅၈၃၉၀
Innopower Company Limited
အမှတ် (၂၄၉)၊ (၇) လွှာ၊ ဘားဂရာလမ်း၊
မြေနီကုန်း၊ စမ်းချောင်းမြို့နယ်၊ ရန်ကုန်မြို့။

ငှားရမ်းသည့်ရုံးခန်း ။ ။ မန္တလေးတိုင်းဒေသကြီး၊ ချမ်းအေးသာဇံမြို့နယ်၊
၇၈ လမ်းနှင့် ၃၄ လမ်းထောင့်၊ ရတနာပုံဆိုက်ဘာစင်တာ၊
တတိယထပ်၊ အခန်းအမှတ် (၀၃-၀၈)၊ အကျယ် (၆,၁၂၉ စတုရန်းပေ)၊

ငှားရမ်းသည့်ကာလ ။ ။ ၂၀၁၉ ခုနှစ်၊ အောက်တိုဘာလ (၁) ရက်နေ့မှစ၍
၂၀၂၆ ခုနှစ်၊ စက်တင်ဘာလ (၃၀) ရက် နေ့အထိ (၇)နှစ်။

ငှားရမ်းခ ။ ။ ငှားရမ်းခကို ကျသင့်နှုန်းထားအတိုင်း တစ်နှစ်လျှင် တစ်ကြိမ် ပေးချေမည် ဖြစ်ပါသည်။ ကျန်သဘောတူညီချက်များကို အထက်ဖော်ပြပါ ရုံးခန်း ငှားရမ်းခြင်း သဘောတူညီချက်ပါ စကားရပ်များအတိုင်း သိရှိနားလည် သဘောတူပါသည်။

အထက်ဖော်ပြပါ အချက်အလက်များကို အငှားချထားသူ (ပိုင်ဆိုင်သူ) နှင့် ငှားရမ်းသူတို့ နှစ်ဦးနှစ်ဖက် ကောင်းစွာ နားလည်သဘောပေါက်ကြ၍ အောက်ဖော်ပြပါ အသိသက်သေများရှေ့တွင် လက်မှတ်ရေးထိုး၍ ဤရုံးခန်း ငှားရမ်းခြင်းစာချုပ်ကို ချုပ်ဆိုကြပါသည်။

<u>အငှားချထားသူ</u>

ဒေါ်သီရိခေတ်
Managing Director
၉/အမရ (နိုင်) ၁၀၃၀၀၃
Yatanabon Cyber Corp., Ltd.

<u>ငှားရမ်းသူ</u>

ဦးကျော်သူအောင်
Managing Director
၁၂/ဥကမ (နိုင်) ၁၅၈၃၉၀
Innopower Company Limited

<u>အသိသက်သေများ</u>

ဦးလှမြင့်ဦး
၉/မရတ (နိုင်) ၀၅၄၁၅၈
Yatanabon Cyber Corp., Ltd.

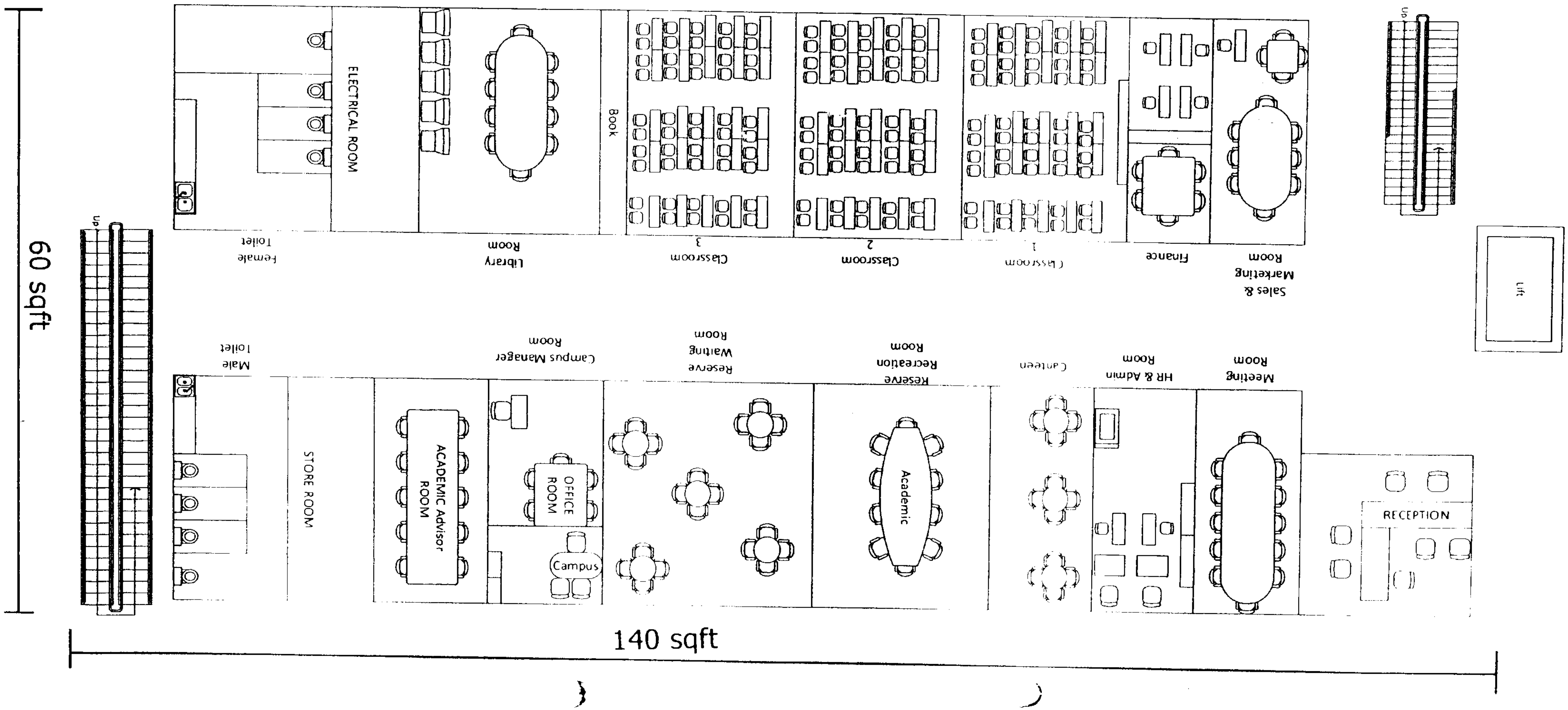
ဒေါ်ကေခိုင်ထွေး
၁၂/ဥကမ (နိုင်) ၁၉၅၂၄၂
Innopower Company Limited

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Kyaw Thu Aung

MIBA 4th Floor Layout Plan (MICT Park)

Total Square Feet - 8,400 sqft

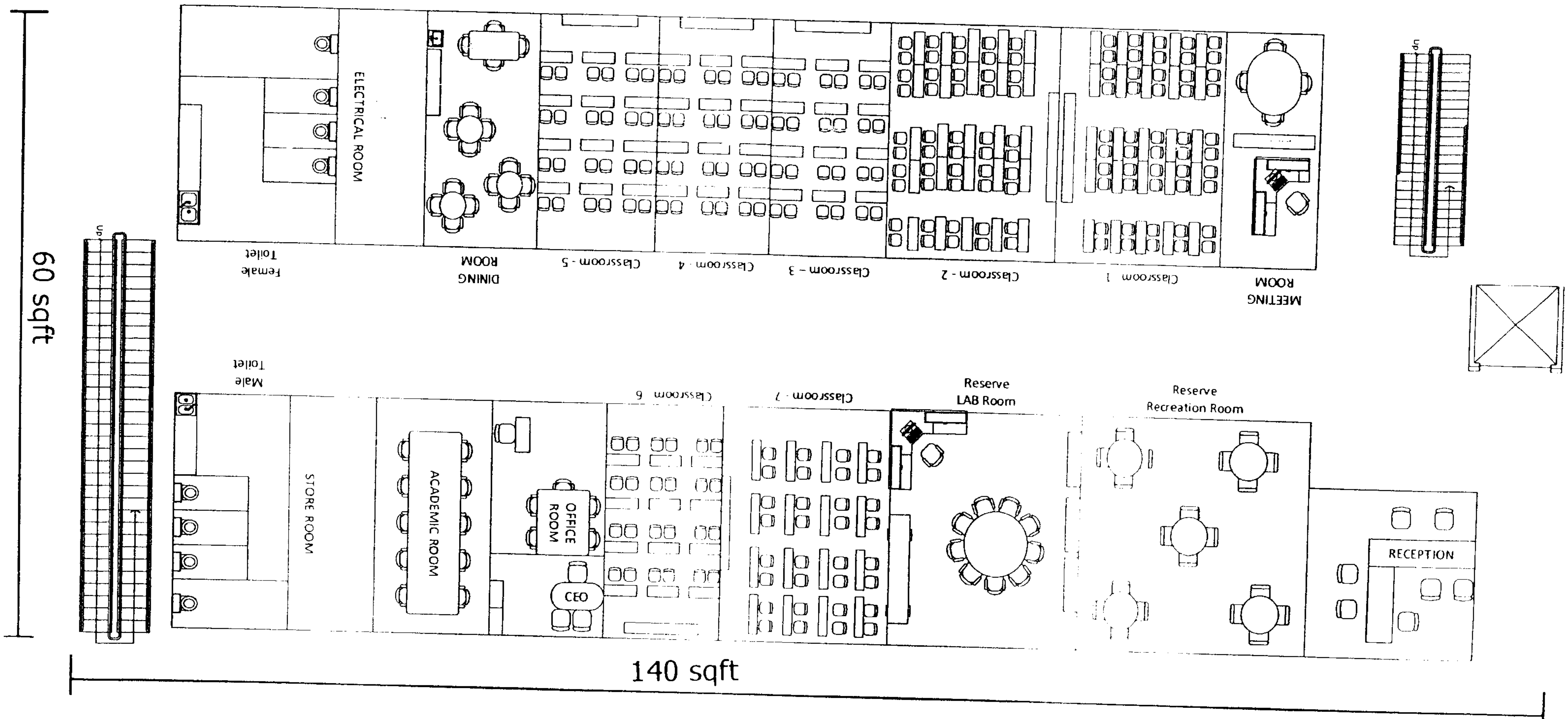


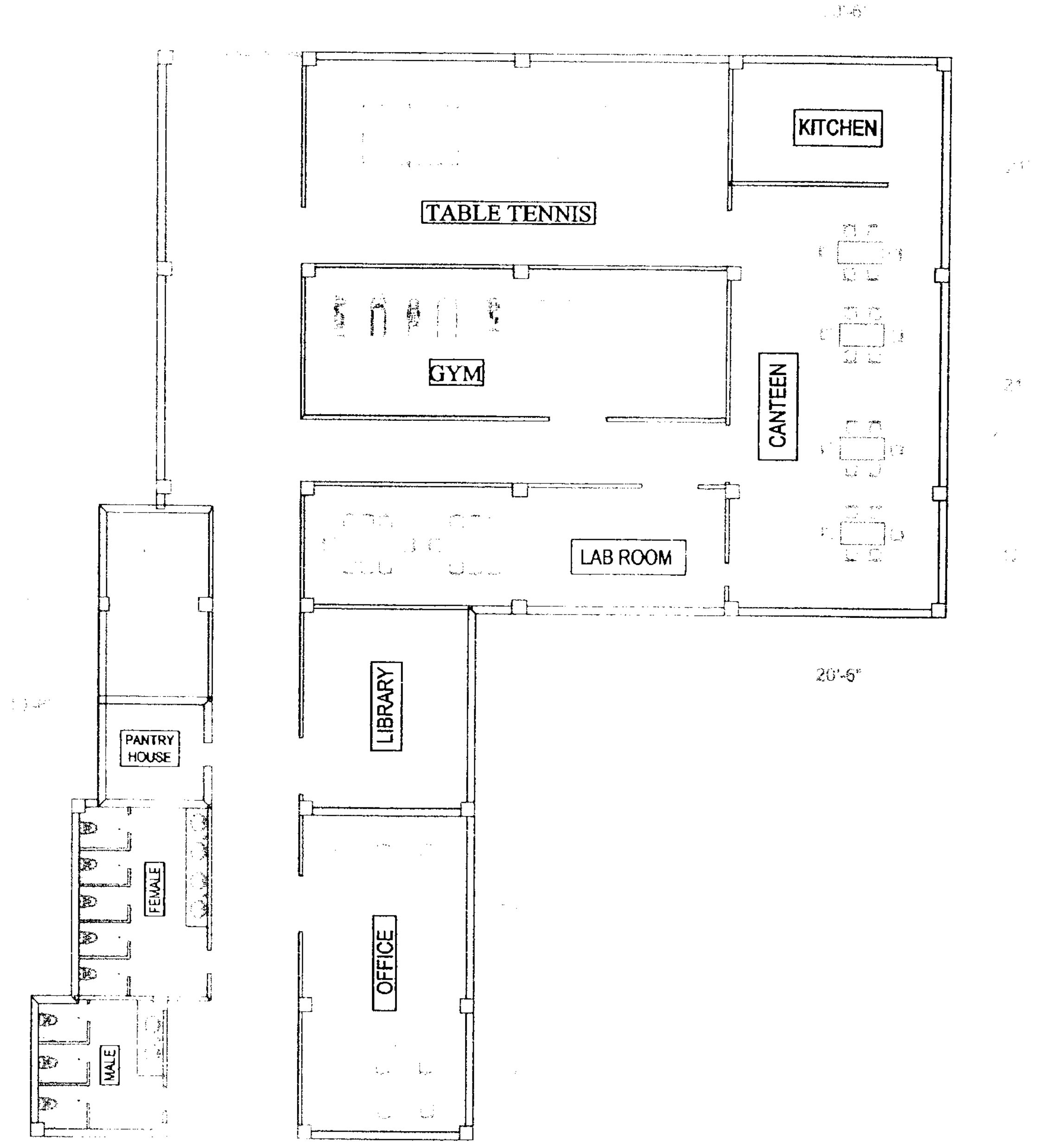
Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Kyaw Thu Aung

MIBA 1st Floor Layout Plan (MICT Park)

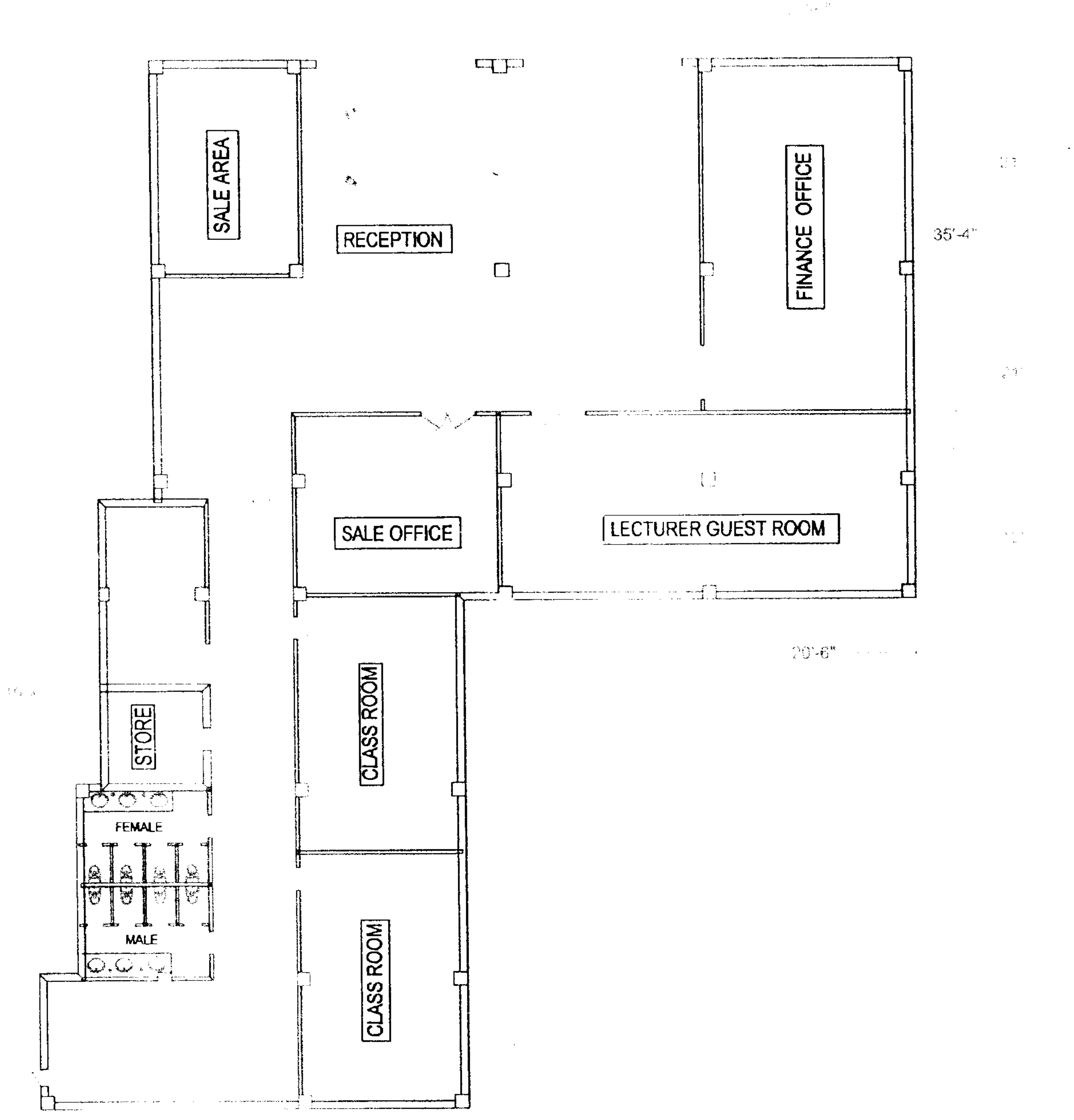
Total Square Feet - 8,400 sqft





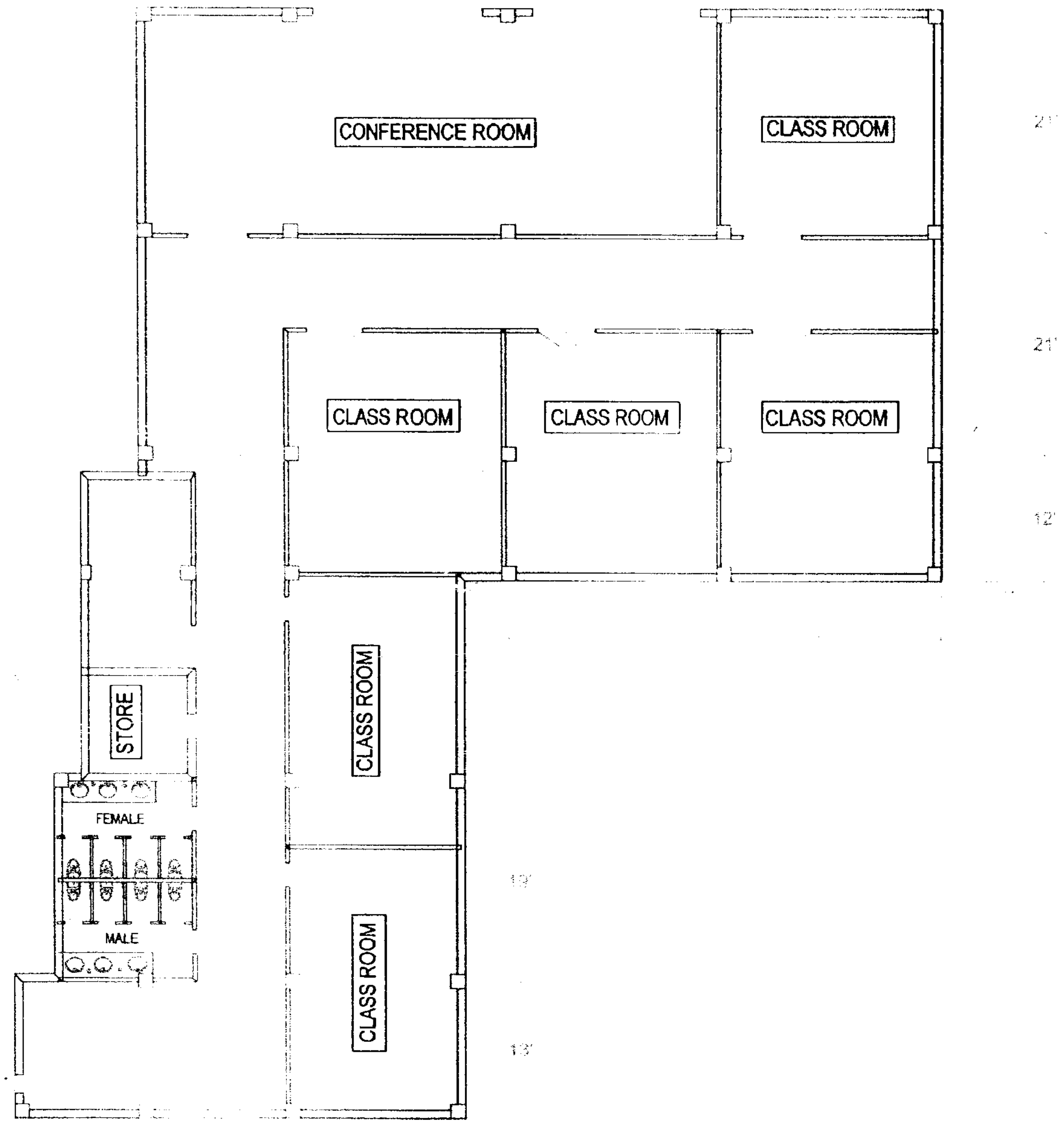
BASEMENT FLOOR

OWNER		
PROJECT		
	BLOCK NO	
	LOT NO	
	TOWNSHIP	
SUBJECT	**BASEMENT FLOOR PLAN**	
SCALE	1/16"- 1'	**SHEET-1**
DATE		



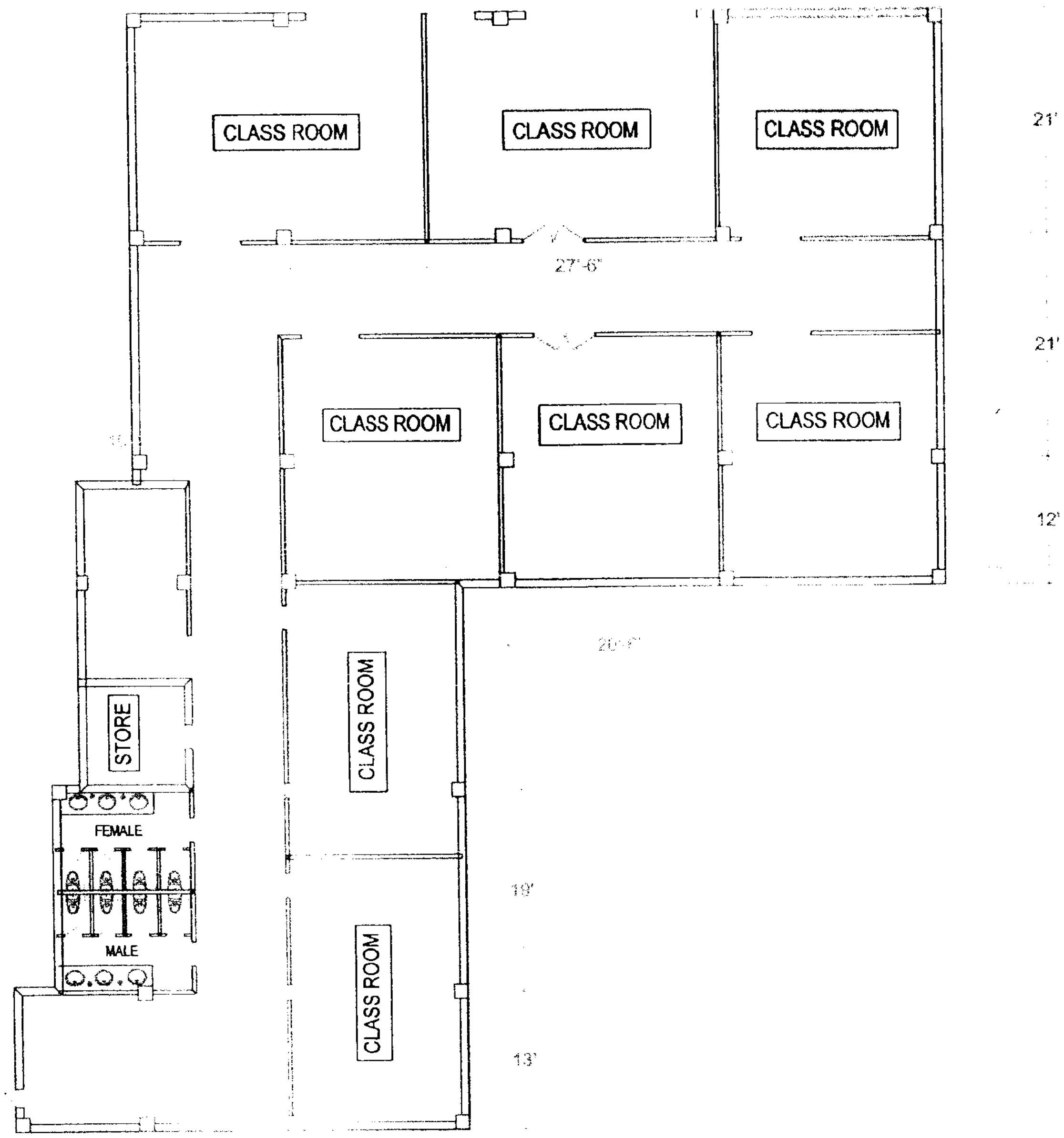
GROUND FLOOR

OWNER		
PROJECT		
	BLOCK NO	
	LOT NO	
	TOWNSHIP	
SUBJECT	GROUND FLOOR PLAN	
SCALE	1/16"- 1'	SHEET-2
DATE		



1ST FLOOR

OWNER		
PROJECT		
	BLOCK NO	
	LOT NO	
	TOWNSHIP	
SUBJECT	1ST FLOOR PLAN	
SCALE	1/16"- 1'	SHEET-3
DATE		



SECOND FLOOR

OWNER

PROJECT

BLOCK NO

LOT NO

TOWNSHIP

SUBJECT

SECOND FLOOR PLAN

SCALE 1/16"- 1'

SHEET-4

DATE

Myanmar International Business Academy (Miba)

No.	Name	Department	Education	Job Description	Salary
1	Daw Thwe Thwe Soe	Academic	M.com,B.com(Q),Diploma in Civil Service Management	Lecture (Full Time)	400,000
2	Daw Shwe Thizar Naing	Academic	M.Res, M.Sc(Maths),B.Sc(Maths)	Lecture (Full Time)	400,000
3	U Myo Htun	Academic	MBA , B.Sc(Zoo)	Lecture (Full Time)	380,000
4	Daw Thin Lae Lae Win	Academic	B.A (Hons) English, M.A (English), MBA	Lecture (Full Time)	400,000
5	Daw Tharphi Kyaw Soe	Academic	MBA, B.Sc, Diploma in IBCS,ABE,UK	Lecture (Full Time)	380,000
6	Daw Aye Chan Thu	Academic	B.Sc(Zoo), Diploma in International Relations, MBA	Lecture (Full Time)	400,000
7	Daw Theint Phyo Wai	Academic	M.com, B.com(Hons)	Lecture (Full Time)	380,000
8	Daw Yu Myat Noe	Academic	B.B.A, M.B.A	Lecture (Full Time)	400,000
9	U Saw Thaung Kyaw Htoo	Academic	BE(EI)	Lecture (Full Time)	400,000
10	Daw Phyo Zar Chi	Academic	MBA, B.C.Sc	Lecture (Full Time)	400,000
11	Daw Ei Hay Mann Soe	Academic	MBA, BBA	Lecture (Full Time)	380,000
12	Daw Mar Mar Htwe	Academic	M.com, B.com(Hons)	Lecture (Full Time)	380,000
13	Daw Chue Myat Chel	Academic	B.C.Sc, Dip. Business Law, MBA	Lecture (Full Time)	400,000
14	Daw Pwint Thandar Hlain	Academic	M.Com, B.Com(Master)	Lecture (Full Time)	380,000
15	Dr. Win Min Than	Academic	B.A(Economics), M.A(Economics), D.T.S.M, Ph.D(Economics)	Lecture (Part Time)	600,000
16	Daw Ei Lay Phyu	Academic	M.B.A, Post-Graduate Diploma in Global English, B.Sc (Chemistry)	Lecture (Part Time)	550,000
17	U Lwin Aung Soe	Academic	B.A(English)	Lecture (Part Time)	500,000
18	U Maung Maung Win	Academic	Doctorate of Business Administration, MBA	Lecture (Part Time)	600,000
19	U Thiha Zaw Lynn	Academic	MBA, B.Sc(Physics), MOT Second class part:A, DBA Candidate	Lecture (Part Time)	550,000
20	U Win Thu Aung	Academic	Core Business Certificate, Advanced Project Management Certificate, M.P.A, B.A(Political	Lecture (Part Time)	550,000
21	U Yin Win Hlaing	Academic	B.Ecom(Hons), MPA	Lecture (Part Time)	550,000
22	U Khun Htoo	Academic	MBA, B.E	Lecture (Part Time)	550,000
23	U Aung San Kyaing	Academic	B.Sc(Maths), Certificate of Adavance Business Studies, Global MBA, Business Administration	Lecture (Part Time)	550,000
24	Daw Ei Ei Sint	Academic	Bachelor of Engineering,Master of Engineering, Bachelor of Technology	Lecture (Part Time)	550,000
25	Dr. Khin May Than	Academic	Ph.D(Economics), M.Econ(Statistics), B.Econ(Statistics)	Lecture (Part Time)	600,000
26	Daw Lay Lay Win	Academic	MBF,M.Com, B.Com	Lecture (Part Time)	550,000
27	Dr. Kalya Kyaing	Academic	B.Econ(Hons), M.Econ(Eco), Ph.D(Eco),M.Sc	Lecture (Part Time)	600,000
28	Dr. Hla Nyunt	Academic	Ph.D(Business and Management), M.P.A, D.M.A, B.E(con)	Lecture (Part Time)	600,000
29	Daw Myint Myint Kyu	Academic	B.Com(HRM), MBA, LCCI Level 3	Lecture (Part Time)	550,000

INNO POWER COMPANY LIMITED

Salary

		Cleaning Person(L(	Office (Local)	Teacher (Local)	Manager (Foreigner	Principle (Local)	Sub Total
Year 1	Monthly Pay (Kyat)	150,000.00	350,000.00	-	1,000,000.00	1,500,000.00	3,000,000.00
	Yearly Pay (Kyat)	1,800,000.00	4,200,000.00	-	12,000,000.00	18,000,000.00	36,000,000.00
	No of Personal	5	7	29	3	1	45
	Total	9,000,000.00	29,400,000.00	13,930,000.00	36,000,000.00	18,000,000.00	106,330,000.00
Year 2	Monthly Pay (Kyat)	160,000.00	370,000.00		1,100,000.00	1,500,000.00	3,130,000.00
	Yearly Pay (Kyat)	1,920,000.00	4,440,000.00	-	13,200,000.00	18,000,000.00	37,560,000.00
	No of Personal	6	7	29	3	1	46
	Total	11,520,000.00	31,080,000.00	13,930,000.00	39,600,000.00	18,000,000.00	114,130,000.00
Year 3	Monthly Pay (Kyat)	170,000.00	380,000.00	-	1,100,000.00	1,500,000.00	3,150,000.00
	Yearly Pay (Kyat)	2,040,000.00	4,560,000.00	-	13,200,000.00	18,000,000.00	37,800,000.00
	No of Personal	6	9	29	3	1	48
	Total	12,240,000.00	41,040,000.00	13,930,000.00	39,600,000.00	18,000,000.00	124,810,000.00
Year 4	Monthly Pay (Kyat)	180,000.00	400,000.00	-	1,100,000.00	1,500,000.00	3,180,000.00
	Yearly Pay (Kyat)	2,160,000.00	4,800,000.00	-	13,200,000.00	18,000,000.00	38,160,000.00
	No of Personal	7	9	29	3	1	49
	Total	15,120,000.00	43,200,000.00	13,930,000.00	39,600,000.00	18,000,000.00	129,850,000.00
Year 5	Monthly Pay (Kyat)	190,000.00	400,000.00	-	1,100,000.00	1,500,000.00	3,190,000.00
	Yearly Pay (Kyat)	2,280,000.00	4,800,000.00	-	13,200,000.00	18,000,000.00	38,280,000.00
	No of Personal	7	10	29	3	1	50
	Total	15,960,000.00	48,000,000.00	13,930,000.00	39,600,000.00	18,000,000.00	135,490,000.00

မှတ်ချက် - အနိမ့်ဆုံးလစာ 150,000

အမြင့်ဆုံးလစာ 1,500,000

Myanmar International Business Academy (Miba)
Annual Income Statement (In Kyat)

No.	Particulars	Year 1						Year 2					
		Student per term	Times per year	Total Student	Enrollment Fees	Duration	Total	Student per term	Times per year	Total Student	Enrollment Fees	Duration	Total
1	Wrexham Glyndwr (MBA)	16	3	48	8,470,000	12months	406,560,000	18	3	54	8,470,000	12months	457,380,000
2	UCSI University (MBA)	18	3	54	6,930,000	16 months	374,220,000	15	3	45	6,930,000	16 months	311,850,000
3	IQN Diploma in Human Resource Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
4	IQN Diploma in Hospitality Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
5	IQN Diploma in Business Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
6	IQN Diploma in Supply Chain Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
7	IQN Diploma in Marketing Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
8	IQN Certified Strategic Manager	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
9	IQN Certified Project Management Analyst	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
10	ICM Single Subject Diploma in Human Resource Development I	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
11	ICM Single Subject Diploma in Financial Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
12	ICM Single Subject Diploma in Business Management and Administration	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
13	ICM Single Subject Diploma in Sales and Sales Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
14	ICM Single Subject Diploma in Public Relationship	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
15	ABE Executive Diploma in Financial Management	32	3	96	150,000	4 months	14,400,000	32	3	96	150,000	4 months	14,400,000
16	ABE Executive Diploma in Sales and Sales Management	32	3	96	150,000	4 months	14,400,000	32	3	96	150,000	4 months	14,400,000
17	ABE Certified Quality Director	32	3	96	150,000	4 months	14,400,000	32	3	96	150,000	4 months	14,400,000
18	ABE Certified Business Administrator	32	3	96	150,000	4 months	14,400,000	32	3	96	150,000	4 months	14,400,000
19	ABE Human Resource Professional (CHRP)	32	3	96	150,000	4 months	14,400,000	32	3	96	150,000	4 months	14,400,000
20	OTHM Level 5 Diploma in Business Management	10	2	20	500,000	6 months	10,000,000	15	2	30	500,000	6 months	15,000,000
21	SHRM Diploma in International Business Management	16	3	48	1,200,000	8 months	57,600,000	20	3	60	1,200,000	8 months	72,000,000
22	PMC (SHRM) Certificate in Foundation	22	4	88	300,000	2 months	26,400,000	25	4	100	300,000	2 months	30,000,000
	Total	626		1890	20,550,000.0		1,177,180,000.0	637		1921	20,550,000.0		1,188,630,000.0

Myanmar International Business Academy (Miba)
Annual Income Statement (In Kyat)

No.	Particulars	Year 3						Year 4					
		Student per term	Times per year	Total Student	Enrollment Fees	Duration	Total	Student per term	Times per year	Total Student	Enrollment Fees	Duration	Total
1	Wrexham Glyndwr (MBA)	20	3	60	8,470,000	12months	508,200,000	20	3	60	8,470,000	12months	508,200,000
2	UCSI University (MBA)	18	3	54	6,930,000	16 months	374,220,000	20	3	60	6,930,000	16 months	415,800,000
3	IQN Diploma in Human Resource Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
4	IQN Diploma in Hospitality Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
5	IQN Diploma in Business Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
6	IQN Diploma in Supply Chain Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
7	IQN Diploma in Marketing Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
8	IQN Certified Strategic Manager	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
9	IQN Certified Project Management Analyst	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
10	ICM Single Subject Diploma in Human Resource Development I	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
11	ICM Single Subject Diploma in Financial Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
12	ICM Single Subject Diploma in Business Management and Administration	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
13	ICM Single Subject Diploma in Sales and Sales Management	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
14	ICM Single Subject Diploma in Public Relationship	32	3	96	200,000	4 months	19,200,000	32	3	96	200,000	4 months	19,200,000
15	ABE Executive Diploma in Financial Management	32	3	96	150,000	4 months	14,400,000	32	3	96	150,000	4 months	14,400,000
16	ABE Executive Diploma in Sales and Sales Management	32	3	96	150,000	4 months	14,400,000	32	3	96	150,000	4 months	14,400,000
17	ABE Certified Quality Director	32	3	96	150,000	4 months	14,400,000	32	3	96	150,000	4 months	14,400,000
18	ABE Certified Business Administrator	32	3	96	150,000	4 months	14,400,000	32	3	96	150,000	4 months	14,400,000
19	ABE Human Resource Professional (CHRP)	32	3	96	150,000	4 months	14,400,000	32	3	96	150,000	4 months	14,400,000
20	OTHM Level 5 Diploma in Business Management	20	2	40	500,000	6 months	20,000,000	32	2	64	500,000	6 months	32,000,000
21	SHRM Diploma in International Business Management	25	3	75	1,200,000	8 months	90,000,000	32	3	96	1,200,000	8 months	115,200,000
22	PMC (SHRM) Certificate in Foundation	26	4	104	300,000	2 months	31,200,000	32	4	128	300,000	2 months	38,400,000
	Total	653		1965	20,550,000.0		1,326,020,000.0	680		2040	20,550,000.0		1,412,000,000.0

Myanmar International Business Academy (Miba)
Annual Income Statement (In Kyat)

No.	Particulars	Year 5					
		Student per term	Times per year	Total Student	Enrollment Fees	Duration	Total
1	Wrexham Glyndwr (MBA)	20	3	60	8,470,000	12months	508,200,000
2	UCSI University (MBA)	20	3	60	6,930,000	16 months	415,800,000
3	IQN Diploma in Human Resource Management	32	3	96	200,000	4 months	19,200,000
4	IQN Diploma in Hospitality Management	32	3	96	200,000	4 months	19,200,000
5	IQN Diploma in Business Management	32	3	96	200,000	4 months	19,200,000
6	IQN Diploma in Supply Chain Management	32	3	96	200,000	4 months	19,200,000
7	IQN Diploma in Marketing Management	32	3	96	200,000	4 months	19,200,000
8	IQN Certified Strategic Manager	32	3	96	200,000	4 months	19,200,000
9	IQN Certified Project Management Analyst	32	3	96	200,000	4 months	19,200,000
10	ICM Single Subject Diploma in Human Resource Development I	32	3	96	200,000	4 months	19,200,000
11	ICM Single Subject Diploma in Financial Management	32	3	96	200,000	4 months	19,200,000
12	ICM Single Subject Diploma in Business Management and Administration	32	3	96	200,000	4 months	19,200,000
13	ICM Single Subject Diploma in Sales and Sales Management	32	3	96	200,000	4 months	19,200,000
14	ICM Single Subject Diploma in Public Relationship	32	3	96	200,000	4 months	19,200,000
15	ABE Executive Diploma in Financial Management	32	3	96	150,000	4 months	14,400,000
16	ABE Executive Diploma in Sales and Sales Management	32	3	96	150,000	4 months	14,400,000
17	ABE Certified Quality Director	32	3	96	150,000	4 months	14,400,000
18	ABE Certified Business Administrator	32	3	96	150,000	4 months	14,400,000
19	ABE Human Resource Professional (CHRP)	32	3	96	150,000	4 months	14,400,000
20	OTHM Level 5 Diploma in Business Management	32	2	64	500,000	6 months	32,000,000
21	SHRM Diploma in International Business Management	32	3	96	1,200,000	8 months	115,200,000
22	PMC (SHRM) Certificate in Foundation	32	4	128	300,000	2 months	38,400,000
	Total	680		2040	20,550,000.0		1,412,000,000.0

စာရင်းအမှတ်	ဘဏ် (ရုံးကြီး) အမည်	လက်မှတ်နမူနာ စာအုပ်အမှတ်
9A-028874		

ရုံးခွဲ၌ငွေစာရင်းဖွင့်လျှင် ရုံးအမည်အောက်တွင်ရေးပါ

ရုံးခွဲအမည် မြောက်ဥက္ကလာပ

ငွေစာအုပ်
ထုတ်ပေးသည့်ရက်စွဲ 05 APR 2011

၂၀ Asst: Manager
Myanma Economic Bank
North Okkalapa

အမည် မောင်ကျော်သူအောင်

အမျိုးသားမှတ်ပုံတင်အမှတ် ၁၂/ဥကမ (နိုင်) ၁၅၈၃၅၀

အဘအမည် ဦးအောင်ဘိုင်

နေရပ် ၅/၆ /၁၀၅၊ ရပ်ကွက် (၁၁) ရပ်ကွက်၊

ဥက္ကလာပ

အရွယ်မရောက်သေးသူစာရင်း၊ အသင်းအဖွဲ့စာရင်း၊ အာမခံငွေစာရင်း စသည်တို့အတွက် အောက်တွင်မှတ်သားရန်။

Single

ငွေထုတ်ရန်လာတိုင်း အမျိုးသား မှတ်ပုံတင် ယူဆောင်လာပါ

စာအုပ်ပြောင်းမှုအသစ်သို့ကူးလျှင်

နောက်ဆုံးသွင်း/ထုတ် ရက်စွဲ

လက်ကျန်ငွေ

နေရပ်ပြောင်းသွားလျှင် သက်ဆိုင်ရာ ဘဏ်/ရုံးခွဲသို့ [illegible] ပြ၍ ချက်ခြင်း အကြောင်းကြားပါ။

ရက်စွဲ (၁)	သွင်းငွေ/ထုတ်ငွေ (စာဖြင့်ရေးသားပါ) (၂)	သွင်းငွေ (၃) ကျပ်	သွင်းငွေ (၃) ပြား	ထုတ်ငွေ (၄) ကျပ်	ထုတ်ငွေ (၄) ပြား	ထပ်ကျန်ငွေ (၅) ကျပ်	ထပ်ကျန်ငွေ (၅) ပြား	အရာရှိလက်မှတ် (၆)	ရက်စွဲတံဆိပ် (၇)
	BF					[illegible]	[illegible]	782/82	[illegible]
13.11.18	[illegible]	-200	000000/-			-58811	61	782/82	
20.11.18	[illegible]	-200	000000/-			.6011	61	782/82	[illegible]

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ
မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်
ရန်ကုန်မြို့

ရက်စွဲ ၊ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ။ ။ဝန်ထမ်းများလုပ်ငန်းခွင်ဘေးကင်းရေးနှင့် သက်သာချောင်ချိရေးအတွက် ဆောင်ရွက်မည့်အစီအစဉ်အားတင်ပြခြင်း။

အဆိုပြုတင်ပြသည့်လုပ်ငန်းတွင် တာဝန်ထမ်းဆောင်မည့် ဝန်ထမ်းများ၏ လုပ်ငန်းခွင်ဘေးကင်း သာယာရေးနှင့် သက်သာချောင်ချိရေးကို အောက်ပါအတိုင်း ဆောင်ရွက် ပေးသွားမည်ဖြစ်ကြောင်း တင်ပြ အပ်ပါသည် -

၁။ ဝန်ထမ်းများ၏ အလုပ်လုပ်ချိန်ကို မြန်မာနိုင်ငံ အလုပ်သမားများညွှန်ကြားမှု ဦးစီးဌာနက တရားဝင် ပြဋ္ဌာန်းထားသည့် တစ်နေ့အလုပ်ချိန် (၈) နာရီအတိုင်း သတ်မှတ်ထားပါသည်။

၂။ ဝန်ထမ်းများ၏ အချိန်ပိုကြေး ကိုလည်း မြန်မာနိုင်ငံ အလုပ်သမားညွှန်ကြားမှု ဦးစီးဌာနက တရားဝင် ပြဋ္ဌာန်းထားသည့် တွက်ချက်နည်းများထက် မနည်းစေရဘဲ ပေးသွားမည်ဖြစ်ပါသည်။

၃။ ဝန်ထမ်းများအတွက် စားသောက်ခန်းများ နားနေခန်းများကိုလည်း သီးသန့် ထားရှိပေးမည်ဖြစ်ပါသည်။

၄။ ကုမ္ပဏီ၏ အကျိုးအမြတ်ပေါ်မူတည်၍ ဝန်ထမ်းများအား နှစ်စဉ်ဆုကြေးငွေများ ပေးသွားမည်ဖြစ်ပါသည်။

၅။ ဝန်ထမ်းများ၏ ကျန်းမာရေးအတွက်လည်း လိုအပ်သလို ကူညီပံ့ပိုးပေးသွားမည်ဖြစ်ပါသည်။

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

နေ့စွဲ။ ။၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ ။ ။ ပုဂ္ဂလိကကျောင်း ၏ ဆရာ ၊ ဆရာမနှင့် စီမံခန့်ခွဲရေးဝန်ထမ်းများ လုံလောက်မှုရှိကြောင်း ဝန်ခံကတိ တင်ပြခြင်း ။

အထက်ပါအကြောင်းအရာ နှင့်စပ်လျဉ်း၍ ကျွန်တော်များ INNO POWER COMPANY LIMITED ကို ဝန်ဆောင်မှု လုပ်ငန်းလုပ်ကိုင်သည့် ကုမ္ပဏီအနေဖြင့် တည်ထောင်ခဲ့ပြီး Myanmar International Business Academy (MIBA) နာမည်ဖြင့် ကျောင်းဖွင့်လှစ်၍ ပညာရေးဝန်ဆောင်မှုများကို လုပ်ဆောင်ရာတွင် ပညာသင်ကြားပို့ချမည့် သင်ကြားရေး ဆရာ ၊ ဆရာမများနှင့် စီမံခန့်ခွဲရေးဝန်ထမ်းများ လုံလောက်စွာဖြင့် သင်ကြား ပို့ချမည်ဖြစ်ကြောင်း ဝန်ခံကတိပြုပါသည်။

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
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Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

ရက်စွဲ ၊ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ။ ။ ဝန်ထမ်းများ၏ လစာဝင်ငွေအပေါ်တွင် ဝင်ငွေခွန် ပေးဆောင်ခြင်းနှင့် စပ်လျဉ်း၍ ဝန်ခံကတိပြုခြင်းကိစ္စ ။

၁။ ကျွန်တော်များ INNO POWER COMPANY LIMITED အနေဖြင့် နိုင်ငံတော်မှ ပြဋ္ဌာန်းထားသော အခွန်ဥပဒေများအတိုင်း ပေးသွင်းရမည့် အခွန်ငွေများကို အပြည့်အဝ မပျက်မကွက် ပေးသွင်းမည် ဖြစ်ကြောင်း ဝန်ခံကတိပြုအပ်ပါသည်။

၂။ ကျွန်တော်များ INNO POWER COMPANY LIMITED သည် ဝန်ထမ်းများ၏ ဝင်ငွေခွန်ပေးဆောင်ခြင်းကို ၎င်းတို့၏ တစ်နှစ်စာလစာဝင်ငွေ ၄,၈၀၀,၀၀၀ ကျပ် (စာဖြင့် လေးဆယ့်ရှစ်သိန်းကျပ်) နှင့် အထက်ရရှိသော ဝန်ထမ်းများ၏ ဝင်ငွေမှ ဝင်ငွေခွန် ဥပဒေအရ ခံစားခွင့်ပြုထားသည့် သက်သာခွင့်များ နုတ်ယူပြီး ဝင်ငွေခွန်တွက်ချက်ပြီး ပြည်တွင်းအခွန်များ ဦးစီးဌာနသို့ မှန်မှန်မပျက်မကွက် ပေးဆောင်သွားမည် ဖြစ်ကြောင်း ဝန်ခံကတိပြုပါသည်။

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ
မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်
ရန်ကုန်မြို့

ရက်စွဲ ၊ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ။ ။ မီးဘေးကြိုတင်ကာကွယ်ရေးအစီအစဉ် ။

ကျွန်တော်များ "INNO POWER COMPANY LIMITED" အနေဖြင့် မီးဘေးကြိုတင်ကာကွယ်ရေး အစီအစဉ်အား အောက်ဖော်ပြပါ အချက်အလက်များအတိုင်း ပြင်ဆင်မည်ဖြစ်ကြောင်းတင်ပြ အပ်ပါသည်။

- အချက်ပေးစနစ်
- မီးဘေးကြိုတင်ကာကွယ်ရေး သင်တန်းပေးခြင်း
- လုံခြုံရေး ကင်မရာများ
- ဆေးလိပ်သောက်သည့်နေရာ သတ်မှတ်ပေးခြင်း
- မီးသတ်ဆေးဘူးများ အသုံးပြုနည်းသင်တန်းပေးခြင်း
- မီးဘေးအန္တရာယ်ကာကွယ်ရန် သန့်ရှင်းအောင်ထားခြင်း
- မတော်တဆ ထိခိုက်မှု မဖြစ်စေရန် မီးဘေးကာကွယ်ရေးစည်းကမ်းများ
- မီးသတ်ဆေးဘူးများ

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

နေ့စွဲ ။ ။ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ ။ ။ အမျိုးသားပညာရေး ဥပဒေများ (၂၀၁၄ ၊ ၂၀၁၅) နှင့် နောင်တွင် ထွက်ပေါ်လာမည့် National Assessment Policy ကို လိုက်နာ ဆောင်ရွက်သွားရန် သိရှိကြောင်း ဝန်ခံချက်။

အထက်ပါအကြောင်းအရာနှင့် စပ်လျဉ်း၍ ကျွန်တော်များ INNO POWER COMPANY LIMITED သည် MYANMAR INTERNATIONAL BUSINESS ACADEMY (MIBA) နာမည်ဖြင့် ကျောင်းဖွင့်လှစ်၍ ပညာရေးဝန်ဆောင်မှုများ ဆောင်ရွက်ရာတွင် လက်ရှိ အတည်ပြုပြဋ္ဌာန်းထားသည့် ပညာရေးဥပဒေများနှင့် နောက်တွင် ပေါ်ထွက်အတည်ပြု ပြဋ္ဌာန်းမည့် ပညာရေးဥပဒေများနှင့် National Assessment Policy ကို လိုက်နာဆောင်ရွက်သွားရန် သိရှိကြောင်း ဝန်ခံကတိပြုအပ်ပါသည်။

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

ရက်စွဲ ၊ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ။ ။လူမှုရေးဆိုင်ရာ တာဝန်ယူဆောင်ရွက်မှုအစီအစဉ် ။

လူမှုရေးဆိုင်ရာ တာဝန်ယူဆောင်ရွက်မှု အစီအစဉ်အနေဖြင့် အသားတင်အမြတ်ငွေ၏ ၂ ရာခိုင်နှုန်းအား ထည့်ဝင်ရန် စီစဉ်ထားပါသည်။ အောက်ဖော်ပြပါ ကဏ္ဍများတွင် အသုံးပြုသွားမည် ဖြစ်ပါသည်။

- ပညာရေးကဏ္ဍ
- ကျန်းမာရေး စောင့်ရှောက်မှုကဏ္ဍ
- လူမှုရေး ကဏ္ဍ
- သဘာဝဘေးအန္တရာယ် ကာကွယ်ရေး
- ဒေသခံပြည်သူများ ဖွံ့ဖြိုးရေး

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

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ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

နေ့စွဲ ။ ။ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ ။ ။ ဆရာ ၊ ဆရာမ နှင့် ကျောင်းသား ၊ ကျောင်းသူများ၏ ကာယိန္ဒြေ ထိခိုက်မှု မရှိစေရေး ကတိဝန်ခံချက်။

အထက်ပါအကြောင်းအရာနှင့် စပ်လျဉ်း၍ ကျွန်တော်များ INNO POWER COMPANY LIMITED သည် MYANMAR INTERNATIONAL BUSINESS ACADEMY နာမည်ဖြင့်ကျောင်းဖွင့်လှစ်၍ ပညာရေးဝန်ဆောင်မှုများ ဆောင်ရွက်ရာတွင် ကျောင်းပရဝုဏ်အတွင်း ကျောင်းသား/ကျောင်းသူများနှင့် ဆရာ/ဆရာမ များအနေဖြင့် ကာယိန္ဒြေ ထိခိုက်မှု မရှိစေရန် ဆောင်ရွက်သွားမည်ဖြစ်ကြောင်း ဝန်ခံကတိပြုပါသည်။

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

innopower

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

နေ့စွဲ ။ ။ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ ။ ။ ကျောင်းပရဝုဏ်အတွင်း အရက်သေစာနှင့် မူးယစ်ဆေးဝါးသုံးစွဲခြင်း မရှိစေရေး ကတိဝန်ခံချက်။

အထက်ပါအကြောင်းအရာနှင့် စပ်လျဉ်း၍ ကျွန်တော်များ INNO POWER COMPANY LIMITED သည် MYANMAR INTERNATIONAL BUSINESS ACADEMY (MIBA) နာမည်ဖြင့် ကျောင်းဖွင့်လှစ်၍ ပညာရေးဝန်ဆောင်မှုများ ဆောင်ရွက်ရာတွင် ကျောင်းပရဝုဏ်အတွင်း ကျောင်းသား/ကျောင်းသူများနှင့် ဝန်ထမ်းများအနေဖြင့် အရက်သေစာနှင့် မူးယစ်ဆေးဝါး သုံးစွဲခြင်း မရှိစေရန် ဆောင်ရွက်သွားမည်ဖြစ်ကြောင်း ဝန်ခံကတိပြုပါသည်။

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

Personal Details

Name : **Thwe Thwe Soe**
Email : academic@mibaedu.com
Phone Number : 01-2305373
Gender : Female
Date of Birth : 19 November 1993
Marital Status : Single
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Year
1.	M.Com	Yangon University of Economics	2016
2	B.Com (Q)	Yangon University of Economics	2011
3	Diploma in Civil Service Management	Central Institute of Civil Service	

Training and Seminars

No	Training
1	Certificate of Advertising Basics , Wee Kim Wee School of Communication and Information College of Humanities, Arts and Social Sciences, Nanyang Technological University
2	Training Certificate in Procurement Management (The World Bank)

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Staff Officer	Treasury Department, Ministry of Planning and Finance	2017	2018
2	Full Time Lecturer	MIBA (Yangon)	2018	At Present

Personal Details

Name : **Shwe Thizar Naing**
Email : academic@mibaedu.com
Phone Number : 01-2305373
Gender : Female
Date of Birth : 29 September, 1993
Marital Status : Single
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Year
1.	M.Res	Mandalay University	2017
2	M.Sc (Maths)	Mandalay University	2016
3	B.Sc (Maths)	Mandalay University	2014

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Full Time Lecturer	MIBA	2016	

Personal Details

Name : **Myo Htun**
Email : academic@mibaedu.com
Phone Number : 01-2305373
Gender : Female
Date of Birth : 16.7.1990
Marital Status : Single
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Year
1.	MBA	Monywa University	2013
2	B.Sc (Zoo)	Monywa University	2012

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Full Time Lecturer	MiBA	2017	

Personal Details

Name	: **Thin Lae Lae Win**
Address	: No. 3/41, Building 3, Hlaing Yandar Housing, Hlaing Township, Yangon
Email	: academic@mibaedu.com
Phone Number	: 09-966275067
Gender	: Female
Date of Birth	: 6.9.1991
Marital Status	: Single
Nationality	: Myanmar
Religion	: Buddhist

Educational Qualifications

No	Degree	Name of University	Start date	Year of Graduation
1	B.A (Hons) English	Monywa University	2008	2012
2	M.A (English)	Monywa University	2012	2014
3	MBA	Monywa University of Economics	2004	2005

Experience

No	Position	Organization Name	Start Date	End Date
1.	Intership	New Star Light Co.ltd	Mar 2017	May 2017
2	Assistant Business Developer	KTK Pharmacy	Jan 2018	June 2018

Personal Details

Name : Tharphi Kyaw Soe
Email : academic@mibaedu.com
Phone Number : 01-2305373
Gender : Female
Date of Birth : 25 March, 1994
Marital Status : Single
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Year
1.	MBA	Shinawatra University, Bangkok	2016
2	B.Sc	Yadanarpone University	2015
3	Diploma in International Business Case Study (IBCS), ABE, UK		2015
4	Diploma in Business Studies (LCCI LEVEL 3, UK)		2011
5	Diploma in Book Keeping and Accounts (LCCI LEVEL 2, UK)		2010
6	Diploma in Computerized Accounting(LCCI LEVEL , UK)		2012

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Full Time Lecturer	MIBA	2018	

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

Personal Details

Name	: Aye Chan Thu
Address	: 7 Quarter, Than Lan, Hlaing Township, Yangon.
Email	: academic@mibaedu.com
Phone Number	: 09-975701681, 09-420072866
Gender	: Female
Date of Birth	: 28.6.1993
Marital Status	: Single
Nationality	: Myanmar
Religion	: Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1	B.Sc (Zoology)	Dagon University	2011	2013
2	Diploma in International Relations	Yangon University	2013	2014
3	Level – 7 (Extended Diploma in Strategic Management and Leadership (QCF))	Myanmar Imperial University	2015	2016
4	Master of Business Administration (MBA)	Northampton University (UK)	2017	2018

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Sales & Marketing Executives	Peacock Moon Travels & Tours	2017	2018
2	Full Time Lecturer	Myanmar International Business Academy	2018	Current

Personal Details

Name : Daw Theint Phyo Wai
Email : academic@mibaedu.com
Phone Number : 01-2305373
Gender : Female
Date of Birth : 19,September,1994
Marital Status : Single
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Year
1.	M.Com	Meiktila University of Economics	2019
2.	B.Com (Hons)	Meiktila University of Economics Course of Study: Commerce Major	2016

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1.	Community Facilitator	National Community Driven Development Project (Nyaung Oo)	2015	2016
2.	Full Time Lecturer	MIBA (Yangon)	2018	At Present

Personal Details

Name : **Yu Myat Noe**
Email : yumyatnoe2017@gmail.com
Phone Number : 09-401681762, 09-961188502
Gender : Female
Date of Birth : 26 October 1995
Marital Status : Single
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

No	Degree	Name of University	Year
1.	B.B.A	Meiktila University of Economics	2016
2	M.B.A	Meiktila University of Economics	2019

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	MBA Internship	Nielsen MMRD	2017	
2	Full Time Lecturer	MIBA (Yangon)	2018	At Present

Personal Details

Name : **Saw Thaung Kyaw Htoo**
Address : Room(649), Building A, Muditar Housing, Mayangone Township, Yangon.
Email : ucsi@mibaedu.com
Phone Number : 09966275067
Gender : Male
Date of Birth : 20.NOV.2018
Marital Status : Single
Nationality : Myanmar
Religion : Christian

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1	BE (EI)	Myanmar Aerospace Engineering University (MAEU)	2010	2016

Experience

No	Position	Organization Name	Start Date	End Date
1	Tour Leader	Thuka Lyann Nyoun Travel & Tour	1.Jan.2018	2.June.2018

Personal Details

Name	: **Phyo Zar Chi**
Email	: academic@mibaedu.com
Phone Number	: 01-2305373
Gender	: Female
Date of Birth	: 15th September 1994
Marital Status	: Single
Nationality	: Myanmar
Religion	: Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Year
1.	MBA	Monywa University of Economics	2017
2.	B.C.Sc (Computer Science)	University of Computer Studies, Mandalay	2014

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Study Guide		2012	2014
2	Full-time Lecturer	MIBA	2017	

Personal Details

Name	: **Ei Hay Mann Soe**
Email	: academic@mibaedu.com
Phone Number	: 01-2305373
Gender	: Female
Date of Birth	: 6th November 1994
Marital Status	: Single
Nationality	: Myanmar
Religion	: Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Year
	MBA	Yangon University of Economics Department of Management Studies	2019
	BBA (Qualified)	Yangon University of Economics	2016

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Customer Service	CB Bank		2017
2	Full-time Lecturer	MIBA	2018	

Personal Details

Name : Mar Mar Htwe
Email : academic@mibaedu.com
Phone Number : 01-2305373
Gender : Female
Date of Birth : 19 August 1993
Marital Status : Single
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Year
1.	M.Com	Meiktila University of Economics	2019
2	B.Com (Banking and Finance); (Hons)	Meiktila University of Economics	2016

Training and Seminars

No	Training	Year
1	Financial and Management for Sales Team at MIBA	2018
2	Banking and Finance for Sales Team at MIBA	2018

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top

No	Position	Organization Name	Start Date	End Date
1	Hall Tutor (Student Services)	Meiktila University of Economics	2016	2018
2	Full Time Lecturer	MIBA (Yangon)	2018	At Present

Personal Details

Name	: **Daw Chue Myat Chel**
Email	: academic@mibaedu.com
Phone Number	: 01-2305373
Gender	: Female
Date of Birth	: 28 May 1993
Marital Status	: Single
Nationality	: Myanmar
Religion	: Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Year
1.	B.C.Sc	University of Computer Studies, YGN	2013
2.	Dip. Business Law	University of Yangon	2016
3	MBA	Yangon University of Economics	2019

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Marketing Executive	Nexus English Language Learning Center	2012	2015
2	Lecturer	Thayapar Gratis Training Center	2017	2018
3	Sr. Academic Coordinator	Myanmar International Business Academy	2018	Present
4	Part- time Lecturer	Princeton Management College	2018	Present

Personal Details

Name	: **Pwint Thandar Hlaing**
Email	: academic@mibaedu.com
Phone Number	: 01-2305373
Gender	: Female
Date of Birth	: 2 June 1995
Marital Status	: Single
Nationality	: Myanmar
Religion	: Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Year
1.	M.Com	Meiktila University of Economics	2019
2.	B.Com (Master)	Meiktila University of Economics Course of Study: Commerce Major	2016

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Full-time Lecturer	Miba	4.7.2018	1.2.2019

MEIKTILA UNIVERSITY OF ECONOMICS

The degree of Bachelor of Commerce

B.Com

Awarded to .... Ma Pwint Thandar Hlaing

.... U Nyan Tun

... Number 13/ MTLECO - 1S11 7011

Roll Number SaZa-14

Degree holder's National Registration Number 8/ PaPhaNa(Naing)126451

Qualified to Proceed Master Course



Registrar
Meiktila University of Economics
Date-

Rector
Meiktila University of Economics

Name- Ma Pwint Thandar Hlaing **Roll No- Sa Za - 14**

Module No	Module Taken	Hour Per Week		Credit Unit	Grade
		Lecture	Tutorial/ Seminar		
	Third Year				
B.Eng-3001	Business English				
Com-3101	Financial Management I			3	3
Com-3102	Advanced Accounting I			4	5
Com-3103	Management Science I			3	5
Com-3001	Production and Operations Managemen:			4	3
Com-3002	Human Resource Management			3	5
				3	5
B.Eng-3002	Business English				
Com-3104	Financial Management II			3	3
Com-3105	Advanced Accounting II			4	5
Com-3106	Management Science II			3	4
Com-3003	Business Research Method			4	3
Com-3004	Business Planning			3	5
				3	5
	Fourth Year				
Com-4101	Management Accounting I				
Com-4102	Bank Management			4	3
Com-4103	Financial Institutions and Markets			4	5
Com-4104	Organization Change and Development			3	5
Act-4102	Government Accounting			3	5
Com-4001	Corporate Finance			3	5
				3	5
Com-4105	Management Accounting II				
Com-4106	Financial Institution and Markets II			4	3
Com-4107	International Finance			4	5
Com-4108	Risk Management			3	4
Act-4105	Auditing			3	4
Com-4003	Portfolio Management			3	5
	Total			3	5
				162	210

Credits obtained - 162 Units

CGPA- 4.19

Class Rank -

GPA - 3.86 4.23 4.23 4.45

Class Size -

Credits Requrementes for Degree - 162 Units

Explanation of GPA - 4 to above- Credit, 3.5 to 3.99- Qualified , 3- Passed , 2-Failed

Date - 15 - 12 - 15 Reg: No - 496

Aye Zaw
Head of Department
Academic Department
Meiktila University of Economics

Personal Details

Name : **Dr. Win Min Than**
Address : No.1, Botayza, 4st street, Thin Gan Gyun Township Yangon.
Phone No. : 01-2305373
Email Address : academic@mibaedu.com
Gender : Female
Date of Birth : 11.03.1964
Marital Status :
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1	B.A (Economics)	Yangon Institute of Economics	1980	1985
2	M.A (Economics)	Yangon Institute of Economics	1993	1996
3	D.T.S.M(Diploma of Tourism Studies and Management)	University of Yangon	2004	2005
	Ph.D (Economics)	Yangon University of Economics	2012	2017

Training and Seminars

No	Training Seminar Title	Held By	Duration	End Date
1	Tourism Management	Mae Fah Lung University (Thailand)	20.3.2013	14.6.2013
2	Planning and Management	National Institute of Public Administration(Malaysia)	8.9.2003	3.10.2003
3	The 5th AURCED International Conference On Development Alternatives	AURCED (Angkor University, Combodia)	26.3.2015	26.3.2015

ရန်ကုန်တက္ကသိုလ်

University of Yangon

မဟာဝိဇ္ဇာဘွဲ့

Master of Arts

မိတ္တူမှန်ကြောင်း ၁၂.၃.၂၀၀၂ နေ့တွင် ထုတ်ပေးလိုက်သည်

ဦးမင်းထွန်း (ထိန်းသိမ်းရေး)
ရန်ကုန်တက္ကသိုလ်

......................ဦးရန်အောင် —.................................. ၏ သား/သမီး

.................................မဝင်းမင်းသန်း —.............................. အား

ဤတက္ကသိုလ်၏ .... ဘောဂဗေဒ ...... မဟာဝိဇ္ဇာဘွဲ့ကို အပ်နှင်းချီးမြှင့်လိုက်သည်။

ဘွဲ့ရမှတ်ပုံတင်အမှတ် ၁၂၁၉၁၁

This is to certify that NOV. 1996

............Win Min Than-............ ~~son~~/ daughter of

..................U Yan Aung-.......... has been admitted

to the Degree of Master of Arts in ......Economics.........

in this University.

Registered Graduate No. 121911



ရန်ကုန်မြို့
၁၉၉၇ ခုနှစ်၊ ဒီဇင်ဘာလ ၂၁ ရက်နေ့၊
Yangon, 21st December, 1997.
J/eq

(ပုံ) တင်အောင်အေး
ပါမောက္ခချုပ်
ရန်ကုန်တက္ကသိုလ်
Rector
University of Yangon

ဘာသာရပ်အထူးပြုနယ်ပယ်များ

၁။ ....

၂။ ....

၃။ ....

၄။ ....

၅။ ....

၆။ ....

၇။ ....

FIELDS OF SPECIALIZATION

1. ....
2. ....
4. ....
5. ....
6. ....
7. ....

ဘွဲ့ရသူ၏

အမျိုးသား / နိုင်ငံသားစိစစ်ရေး ကတ်ပြားအမှတ် ၁၂/သဃက(နိုင်)၀၉၄၇၉၃

နိုင်ငံခြားသား မှတ်ပုံတင်အမှတ်

Degree holder's

National / Foreigner Registration No 12/THA GA KA(NAING) 094793.

ရန်ကုန်မြို့

၁၉၉၇ ခုနှစ် ဒီဇင်ဘာလ ၂၁ ရက်နေ့

Yangon, 21st December 1997

Registrar

University of Yangon.

Yangon.

M (17419)

မောင်တွန်းထိန်း

ရန်ကုန်တက္ကသိုလ်

Registrar

University of Yangon

၆၃၄

Centre for Human Resource Development
University of Yangon

Diploma in Tourism Studies and Management

This is to certify that ...Ma Win Min Than son / daughter of ......U Yan Aung........ has successfully completed Course No.(   ) of the nine-month Diploma in Tourism Studies and Management Course and is hereby awarded this certificate.



Chairman
Centre for Human Resource Development
University of Yangon

Dated [illegible] 2005
Yangon

28

The candidate has taken the following courses:

1. Overview of the Travel Industry
   Role of the Government
2. Tourism Development
   Myanmar and Tourism
3. Travel Agencies
   Transportation Services
4. Hospitality and Related Services
   General Management
5. Discussion & Communication English
   Technical Visit

Certificate Holder's

National / Foreigner Registration No. 12/Tha Ga Ka (N) 094793

Certificate Registration No. 0360

Professor of Myanmar
University of Yangon

Secretary
Centre for Human Resource Development
University of Yangon

Personal Details

Name : **Daw Ei Lay Phyu**
Address : No – 52, Room (19), Bogalayzay Road, Botadaung Township, Yangon.
Phone No. : 01 – 2305373
Email Address : academic@mibaedu.com
Gender : Female
Date of Birth : 28th April, 1974
Marital Status : Married
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1.	M.B.A	University of Economics, Yangon	2013	2015
2.	Post-Graduate Diploma in Global English	University of Foreign Language, Yangon	2004	2006
3.	B.Sc (Chemistry) (Q)	Dagon University, Yangon	1993	1996

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Dat

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top

No	Position	Organization Name	Start Date	End Date
1.	Deputy General Manager	Ayeyarwaddy Farmers Development Bank Ltd.		Present
2.	Manager (In charge of ATM)	M.E.B (Yangon Regional Office- ATM Data Center)	Nov 2012	April 2018
3.	Manager(Section in Charge)	M.E.B (HO) (Accounts Dept.)	May 2011	Nov 2012
4.	Assistant Manager (Section in Charge)	M.E.B (HO) (Accounts Dept.)	May 2003	May 2011
5.	Assistant Manager (Head of Office)	M.E.B (HO) (Admin Dept.)	Aug 2002	May 2003
6.	Assistant Manager (Sectional Officer)	M.E.B (HO) (Industrial Finance Dept.)	Oct 2000	Jul 2002
7.	Assistant Manager (Sectional Officer)	M.E.B (HO) (Admin Dept.)	May 2000	Oct 2000
8	Assistant Manager	M.E.B (Branch 3, Yangon)	Mar 2000	May 2000
9	Assistant Manager	M.E.B (HO) (Admin Dept.)	Feb 2000	Mar 2000

Other Experiences

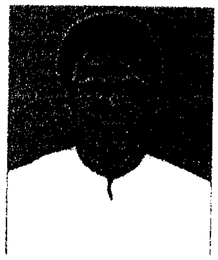
Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1.	Lecturer	Myanmar Economic Bank	2003	2018
2.	Lecturer for Bank Accounting	Myanmar Bankers Association (M.B.A)	2015	Present
3.	Alternative Director of MEB	Myanmar Payment Union (MPU)	2015	2018
4	Committee Member	Audit Committee of MPU	2015	2018

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Lecturer (Grammar)	MIBA	July of 2017	Present
2	Teacher	Sein Kant Kaw Pwint (private school in Yangon)	2013	2015
3	Teacher	Kan Zun Inn (private school in Myeik)	2013	2013
4	Teacher	Private tuitions in Tokyo, Saitama-ken & Kanagawa-ken, Japan	2008	2012
5	Assistant Lecturer	Department of English at Police Academy, Bangkok, Thailand	1990	1991
6	Tutor	Departments of English at the Institute of Economics & Yangon University	1982	1988
7	Teacher	Private tuitions in Rangoon	1982	1990

Personal Details



Name : U Lwin Aung Soe
Address : 10 23 Lanthit Yeiktha, Lanmadaw, Yangon
Phone No : 01-2305373
Email Address : academic@mibaedu.com
Gender : Male
Date of Birth : 2 July 1958
Marital Status : Single
Nationality : Burmese (Myanmar)
Religion : Buddhism

Educational Qualifications

No	Degree	Name of University	Start date	Year of Graduation
1	B.A.(English)	Rangoon Arts and Science Univeristy	1977	1981

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date
-	-	-	-	-

ပြည်ထောင်စု ဆိုရှယ်လစ် သမ္မတ မြန်မာနိုင်ငံတော်

ပညာရေးဝန်ကြီးဌာန

မြန်မာနိုင်ငံ စာစစ်အဖွဲ့

အခြေခံပညာ အထက်တန်းစာမေးပွဲ အောင်လက်မှတ် (ကျ)

လက်မှတ်အမှတ် ၈၁၁၁ / ခုံအမှတ် ၄၇၉၅၈ / ၁၉၇၇

ဦးမိုးဝင်း ဒေါ်စောလှ တို့၏ သား/ ~~သမီး~~၊ တထောင့်ကိုးရာ ငါးဆယ့်ရှစ် ခုနှစ်၊ ဇူလိုင် လ နှစ် ရက် (၂ . ၇ . ၅၈) နေ့တွင် မွေးဖွားသည့် မောင်လှ အောင်မိုး သည်၊ ၁၉၇၇ ခုနှစ်၊ ဧပြီ လတွင် ကျင်းပသော အခြေခံပညာ အထက်တန်း စာမေးပွဲကို အောက်ပါဘာသာရပ်များ (သိပ္ပံဘာသာတွဲ) ဖြင့် "က" စာရင်းမှ အောင်မြင်သည်။

ပင်ရင်းဘာသာများ
- ၁။ မြန်မာစာ။
- ၂။ အင်္ဂလိပ်စာ။
- ၃။ သင်္ချာ။
- ၄။ ဓါတုဗေဒ။
- ၅။ ရူပဗေဒ။

စိတ်ကြိုက်ဘာသာ.... ၁။ ဇီဝဗေဒ ။

ဂုဏ်ထူးရဘာသာ
- ၁။ အင်္ဂလိပ်စာ ။
- ၂။ ဓါတုဗေဒ ။
- ၃။
- ၄။
- ၅။
- ၆။

ရန်ကုန်မြို့၊
နေ့စွဲ 14 JUL 1983

ဥက္ကဋ္ဌ (ကိုယ်စား)
မြန်မာနိုင်ငံ စာစစ်အဖွဲ့။



NOTARIAL TRANSLATION

(From Myanmar Version)

UNIVERSITY OF YANGON

(Emblem)

BACHELOR OF ARTS

MAUNG LWIN AUNG SOE, son of U Soe Tin, is conferred with the Degree of Bachelor of Arts.

Major Subject: ... ENGLISH

SEPTEMBER 1982

Graduate's Registration No. 100219

Photograph of
Maung Lwin Aung Soe
with round seal of
University.

Sd/-xxx
Registrar,
University of Yangon.

Sd/-xxx
Rector,
University of Yangon.

Yangon,
1st November 1984.

ON REVERSE SIDE

He has passed the following subjects with distinction:-

Graduate's
National Registration No. LMDW.000705

CERTIFIED correct and authentic ENGLISH translation from MYANMAR VERSION.

U KHIN MAUNG SEIN, B.A.,B.L.
NOTARY PUBLIC,
No. 567, Merchant Street,
Yangon,
UNION OF MYANMAR.

Reg - No: ၂၀/၁၈၉၉၀

Note: Yangon is Former Rangoon
& Myanmar is Former burma

NOTARIAL TRANSLATION

(From Myanmar Version)

YANGON MUNICIPALITY

(Emblem)

Page No.8397

BIRTH CERTIFICATE

1. Date of Birth: - 2.7.1958
2. Name of Child: - MAUNG LWIN AUNG SOE
3. Sex: - Male
4. Father's Name: - U Soe Tin
5. Mother's Name: - Daw Saw Hla
6. Occupation of father: - Engineer
7. Race & Nationality of father: Myanmar
8. Race & Nationality of mother: Myanmar
9. Religion of parents: - Buddhist
10. Residence of parent - Room No.4, Building No.10, Phongyee Street, Yangon.
11. Place where birth occurred: Myint Thida Clinic
12. Name & address of informant: Mary
13. Name & address of the person who attended the delivery: - Dr. Dwe Myint
14. Date of Registration: - 7.7.58

Sd/-xxx
Signature of Registrar.
Central(1) Registration Office.

CERTIFIED; correct and authentic ENGLISH translation from MYANMAR VERSION.

Khin Maung Sein

U KHIN MAUNG SEIN, B.A.,B.L.
NOTARY PUBLIC,
No. 567, Merchant Street,
Yangon,
UNION OF MYANMAR.

Reg. No:	[illegible]/18990

Note: Yangon Is Former Rangoon & Myanmar is Former Burma

E.28-11/1990.

Translation

The Socialist Republic of the Union of Burma (now Myanmar)

Ministry of Education

Board of Examinations, Myanmar

(State Emblem)

Photograph
(Seal of Department o
Board of Examination
Myanmar).

BASIC EDUCATION HIGH SCHOOL EXAMINATION PASS CERTIFICATE (A)

Certificate No. 8100/Roll No. 47940/ 1977

This is to certify that Maung LWIN AUNG SOE son of U Soe Tin-Daw Saw Hla born on Second day of July One Thousand Nine Hundred and Fifty-eight (2.7.58) has passed the Basic Education High School Examination held in April 1977 from the "A" List (Science Combination), taking the following subjects:

Compulsory subjects:

1. Burmese
2. English
3. Mathematics
4. Chemistry
5. Physics

Optional subject:

1. Biology

Distinction subjects:

1. English
2. Chemistry

Yangon:

Dated: 14. JUL 1983.

Sd. x x x (Embossed Seal)
for Chairman
Board of Examinations, Myanmar.

Authenticated true and correct English Translation
Certificate in Myanmar attached hereto.

Yangon: 7 Dec 1990.

Ma Khin Kyi

Personal Details

Name	:	U Maung Maung Win
Address	:	Yangon, Myanmar
Phone No.	:	01-2305373
Email Address	:	academic@mibaedu.com
Gender	:	Male
Date of Birth	:	27.10.1988
Marital Status	:	Married
Nationality	:	Myanmar
Religion	:	Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1	Doctorate of Business Administration (Candidate)	SMC University, Switzerland		
2	Master of Business Administration (MBA)	(Victoria School of Management, Switzerland)		
3	Adv. Dip in Travel, Tourism and Hospitality Management	QA, Staffordshire University, UK		
4	Diploma in Travel, Tourism and Hospitality,			
5		Shelton College International, Singapore		

6	Certified Human Resources Professional (CHRP)			
7	Certified Corporate Trainer **Diploma in Electrical Installation**	**American Institute of Certification, USA** **Management and Strategy Institute (USA)** (Glory Training Center 2005)		

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Project Liaison Officer	Luxembourg Agency for Development	**2015 September**	Current
2	Programme Assistant-Visiting Missions Coordinator	The World Bank Group	**2013 August**	**2015 August**
3	**Public Relations Officer**	Embassy of the Republic of Korea	**April 2011**	**July 2013**
4	Front Desk Agent	Millennium Airport Hotel, Dubai (United Arab Emirates)	**2009 Sep**	**2011 March**
5	Guest Relations Officer	Furama City Centre, Singapore	**February 2008**	**September 2008**

Shelton
College International
Singapore

This is to certify that

Mg Mg Win

having satisfied the requirements of the
Board of Examiners was awarded the

Diploma in
Travel, Tourism and Hospitality

on the 7th day of November 20 07

Registrar

Controller of Examination

Shelton

College International

Singapore

Mg Mg Win

has been awarded the

Advanced Diploma in

Travel, Tourism and Hospitality

having satisfied the requirements of an approved programme taught and assessed in English and quality assured by

Staffordshire University, UK

30th November 2010

Registrar

Academic Director

VICTORIA UNIVERSITY

The School of Management

This is to certify that

Maung Maung Win

has fulfilled the requirements of the

Master of Business Administration

degree in

General Management

as stipulated by the Academic Council

26 June 2015

President

Registrar

MM20150001

International Business Management Institute

Berlin · London · New York · Tokyo

We hereby verify that

Maung Maung Win

is awarded a

Diploma in Project Management

with all the rights, honors, and privileges pertaining thereto.

The program included the fulfillment of the following required courses:

Basics of Project Management, Change Management, Risk Management, Leadership & Team Development

2017-09-22

[illegible]

International Business Management Institute

[illegible]

Personal Details

Name :U Khun Htoo

Address **:158, C(3), Kyaik Wine Road, Tamawe**

Phone No. : 01-2305373

Email Address : academic@mibaedu.com

Gender :Male

Date of Birth :29.5.1968

Marital Status :Married

Nationality : Myanmar

Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1.	MBA	Yangon Institute of Economic	2002	2004
2.	B.E	Yangon Institute of Technologies	1985	1999

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date
1	Staff Officer Course	Ministry of Labour	6 month 1999 Dec	

THE GOVERNMENT OF THE UNION OF MYANMAR
MINISTRY OF LABOUR
FACTORIES AND GENERAL LABOUR LAWS INSPECTION DEPARTMENT

"WORKSHOP ON INSPECTION TECHNIQUE FOR INSPECTOR OF FACTORIES"

2-10 AUGUST 2001, YANGON

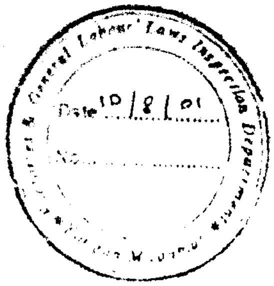
THIS IS TO CERTIFY THAT

U KHUN HTOO, B.E.(*Textile*)

HAS COMPLETED THE ABOVE TRAINING WORKSHOP

The course covered Safety Management, Industrial Hygiene, Chemical Safety, Guarding of Machineries, Thermal Condition and Heat Stress, Industrial Toxicology, Stress, Industrial Waste Treatment and Disposal, Industrial Noise, Industrial Ventilation, Industrial Psychology, Industrial Lighting, Industrial Combustion and Explosion, Accident Investigation, Personal Protective Equipments.





TIN WIN
DIRECTOR GENERAL

၇၈၄

ရန်ကုန်နည်းပညာတက္ကသိုလ် YANGON TECHNOLOGICAL UNIVERSITY

အင်ဂျင်နီယာဘွဲ့
Bachelor of Engineering

ဦးချုန်းခေါ် ၏ သား/သမီး မောင်ခွန်ထူး အား

အင်ဂျင်နီယာဘွဲ့ (ချည်မျှင်နှင့်အထည်)

ကို အပ်နှင်းချီးမြှင့်လိုက်သည်။

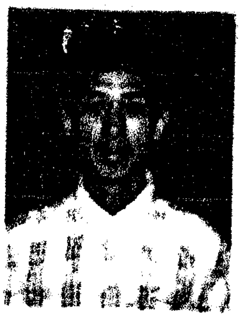
The degree of Bachelor of Engineering (Textile **)**

is awarded to

Maung Hkun Htu , **son/~~daughter~~ of** U Chang Hkaw .

အမျိုးသားမှတ်ပုံတင်အမှတ် (National Registration Number) LSO. 142527

ဘွဲ့ရမှတ်ပုံတင်အမှတ် (Graduate Registration Number) 16813



မော်ကွန်းထိန်း
ရန်ကုန်နည်းပညာတက္ကသိုလ်
Registrar
Yangon Technological University

ပါမောက္ခချုပ်
ရန်ကုန်နည်းပညာတက္ကသိုလ်
Rector
Yangon Technological Universit

ရန်ကုန်မြို့၊ ၁၉၉၉ ခု ဖေဖော်ဝါရီ လ ၆ ရက်

Yangon, ..., ...

ရန်ကုန်စီးပွားရေးတက္ကသိုလ်

စီးပွားရေးလုပ်ငန်း စီမံခန့်ခွဲမှု မဟာဘွဲ့သင်တန်း အတွက်

တောင်းရွာအောင်မြင်ဝေပါက်မြောက်ကြောင်း

မောင်ခွန်ထူး

အား

စီးပွားရေးလုပ်ငန်းစီမံခန့်ခွဲမှုမဟာဘွဲ့

ကိုအပ်နှင်းလိုက်သည်။

[illegible]	[illegible]
[illegible]	[illegible]
[illegible]	
ရက်စွဲ	[illegible]

မော်ကွန်းထိန်း

Personal Details

Name : U Aung San Kyaing@ Thomas
Address : Bld 9 Rom 502 Yadanarbon Lane Selthein Quarter, Thumingalar A Venue 2Thingangyan Township Yangon, Myanmar
Phone No. : 01-2305373
Email Address : academic@mibaedu.com
Gender : Male
Date of Birth : 12th Oct 1969
Marital Status : Married
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

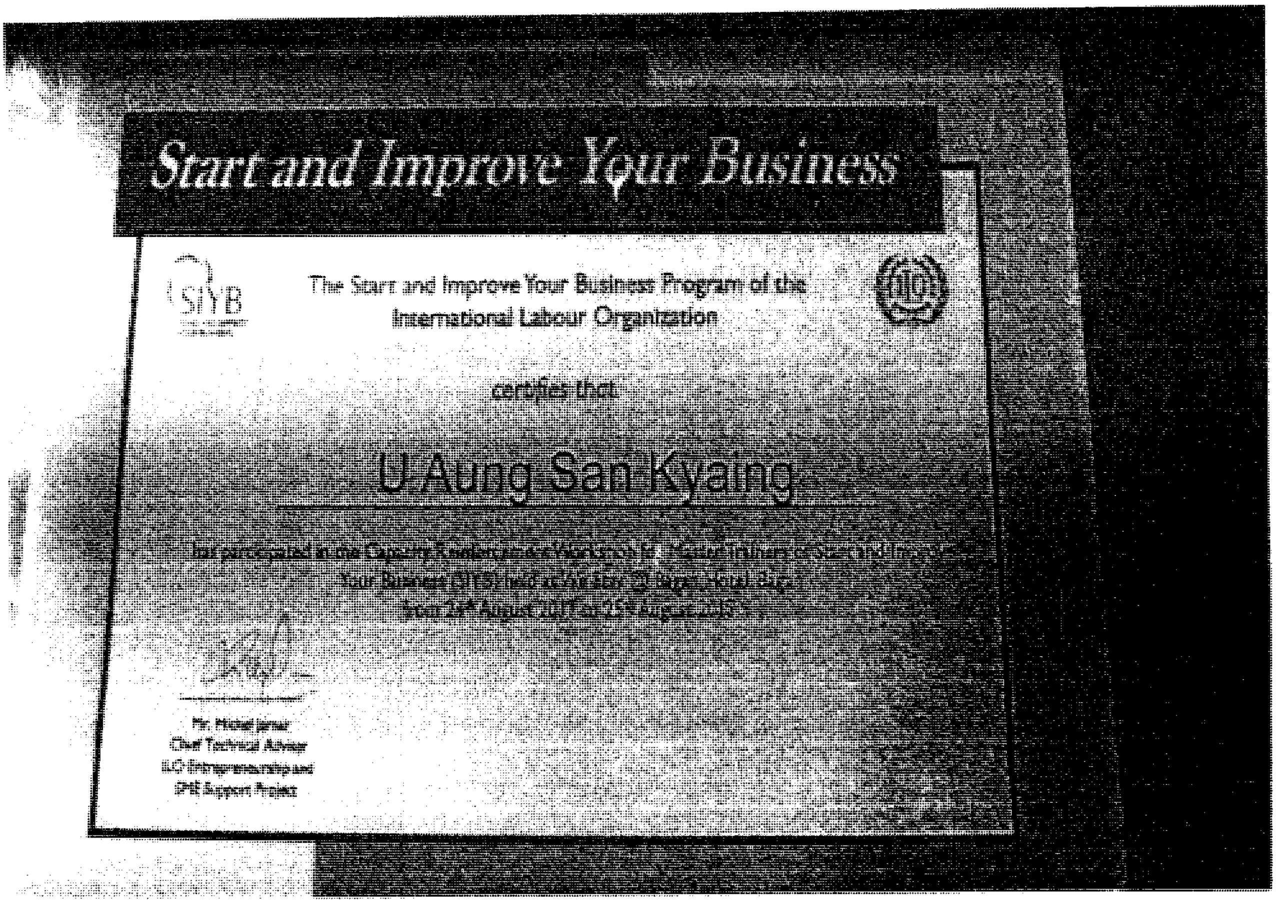
(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1	BSc (Maths)	University of Mandalay, Myanmar	1984	1994
2	Certificate of Adavance Business Studies	Institutite of Economics, YangonUniversity Myanmar	July 1998	Feb 1999
3	Diploma in Business Studies	Institute of Economics, Yangon Universit Myanmar	July 1999	Mr 2000
4	Diploma in Business Law, LawDepartment	Yangon University Myanmar	July 2009	Feb 2010
5	Global MBA, Business Administration	UTCC,University of Thai Chamber of Commence	Nov 2013	Aug 2015

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	**EXPERT TRAINER** (Hospitality and Tourism)	Develop the curriculum for middle and senior management	Feb 2016	till
2	Develop the curriculum for middle and senior management	Conduct the training for people management soft skills		
3	**SENIOR INSTRUCTOR**	Seven Stars Hospitality Solution Service Co Ltd	**Apr 2015**	**Jan 2016**
4	**OPERATION MANAGER**	LSG SKY Chef (Lufthansa Service Holding Ltd))	**SEPT 2014**	**MAR 2015**



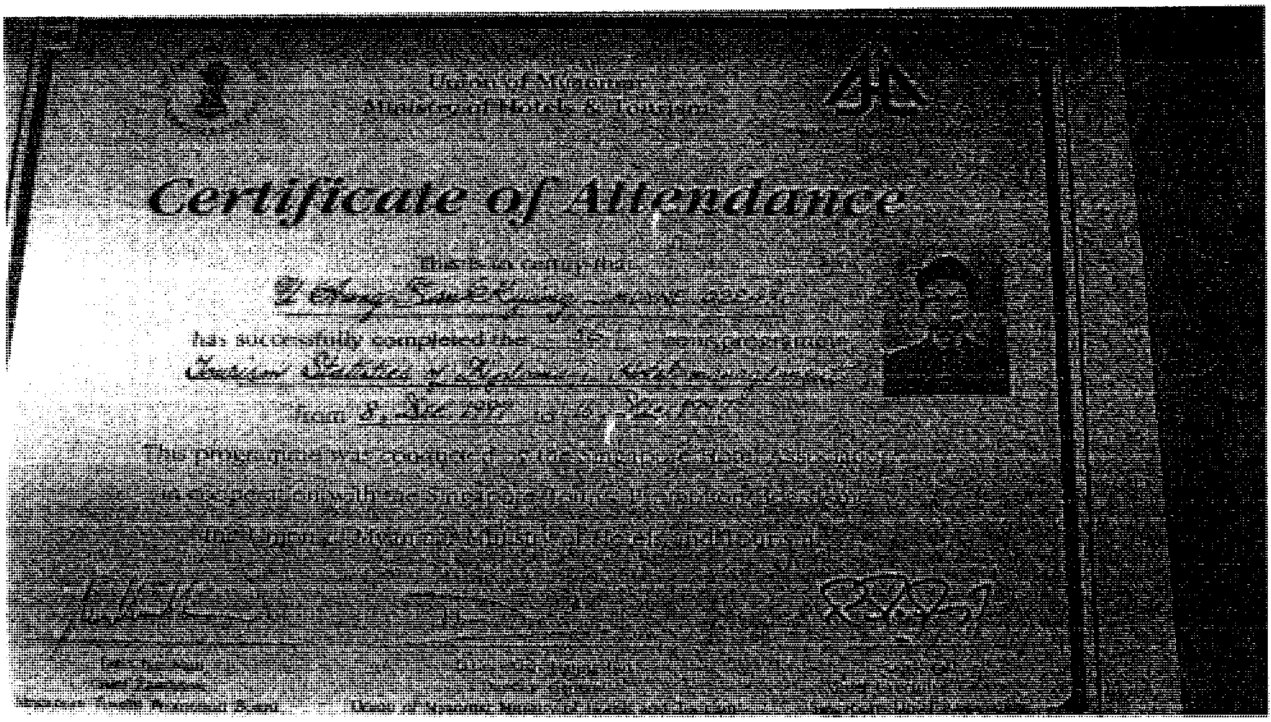
Start and Improve Your Business

The Start and Improve Your Business Program of the International Labour Organization

certifies that

U Aung San Kyaing

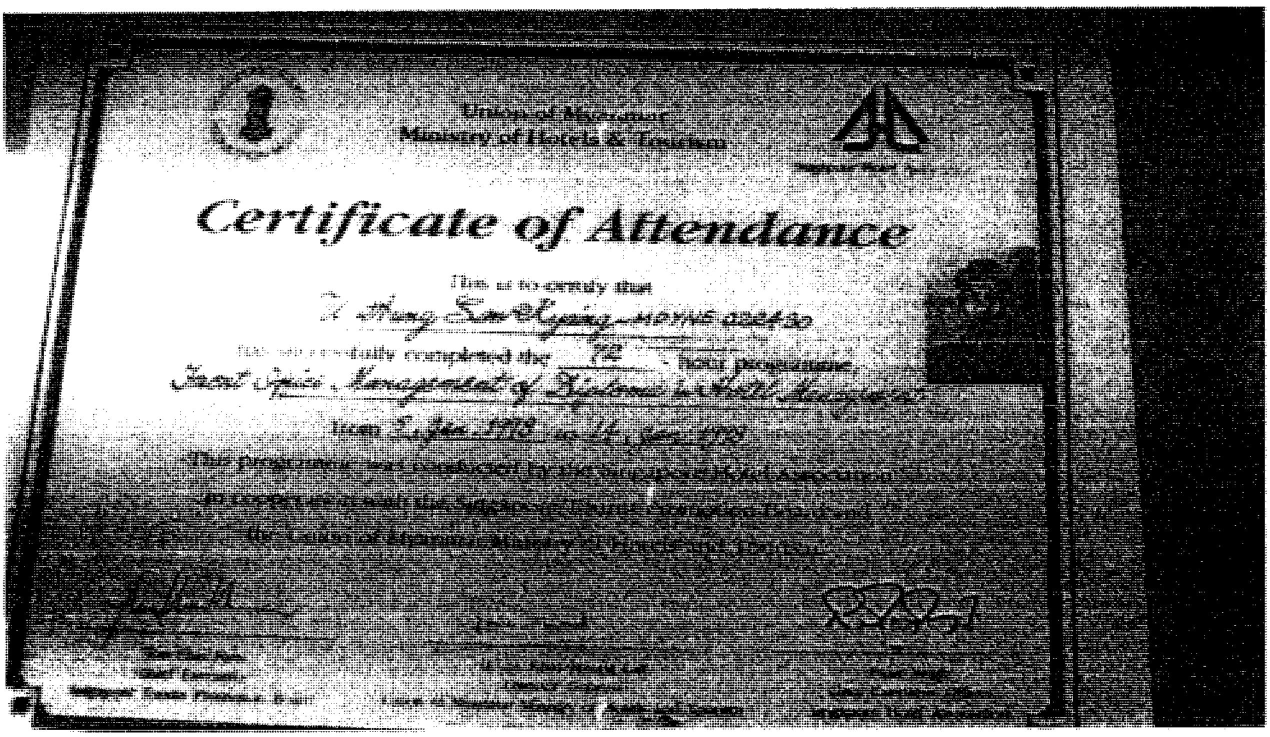
Mr. Michael Janzur
Chief Technical Advisor
ILO Entrepreneurship and
SME Support Project



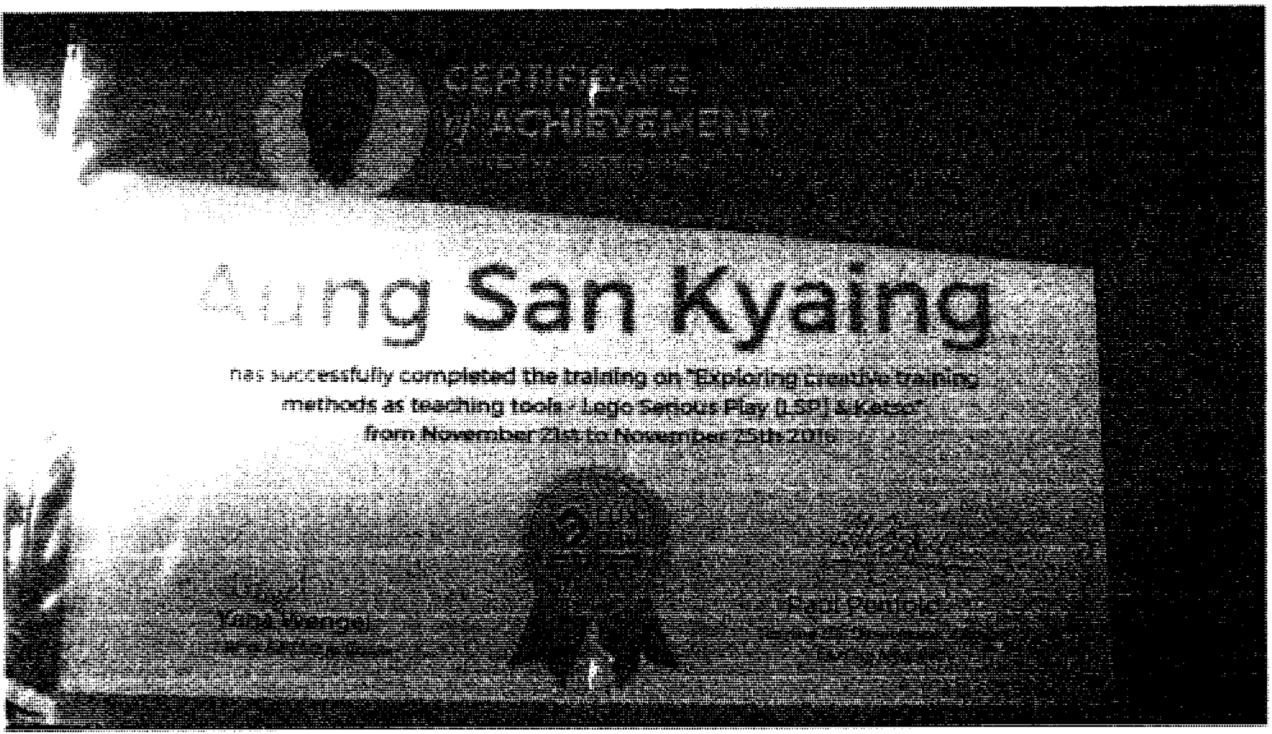
Union of Myanmar
Ministry of Hotels & Tourism

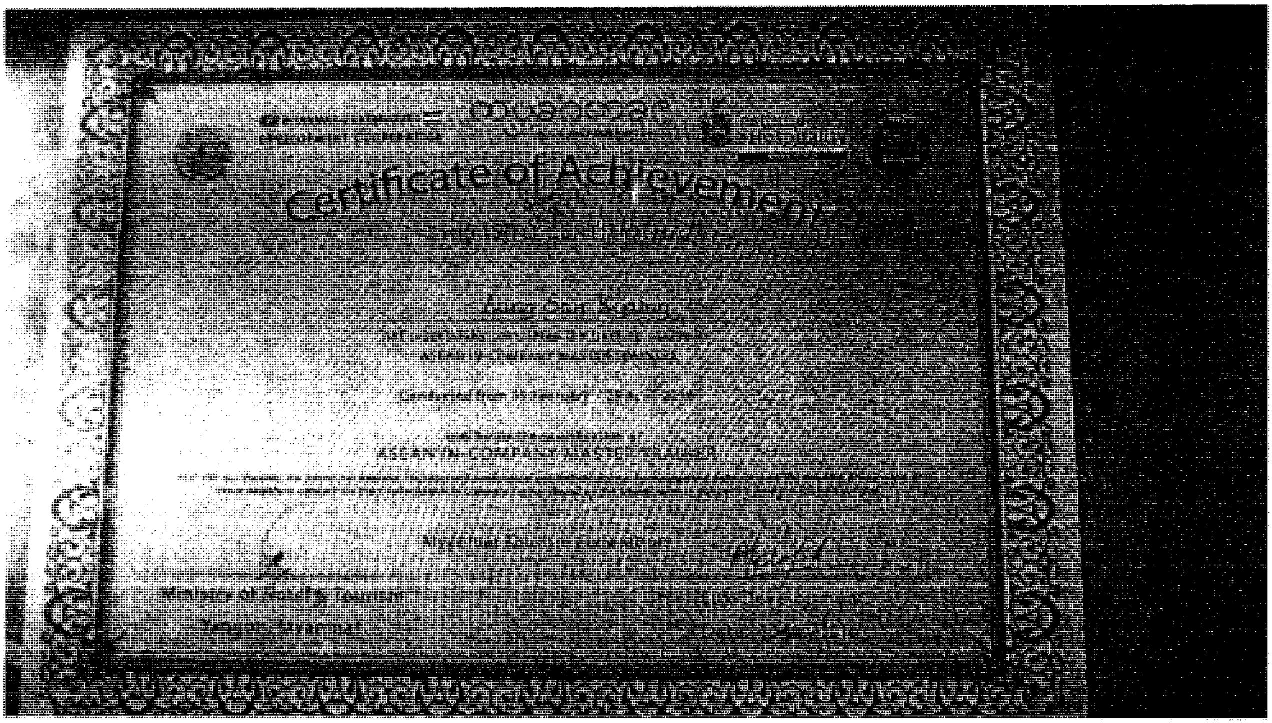
Certificate of Attendance

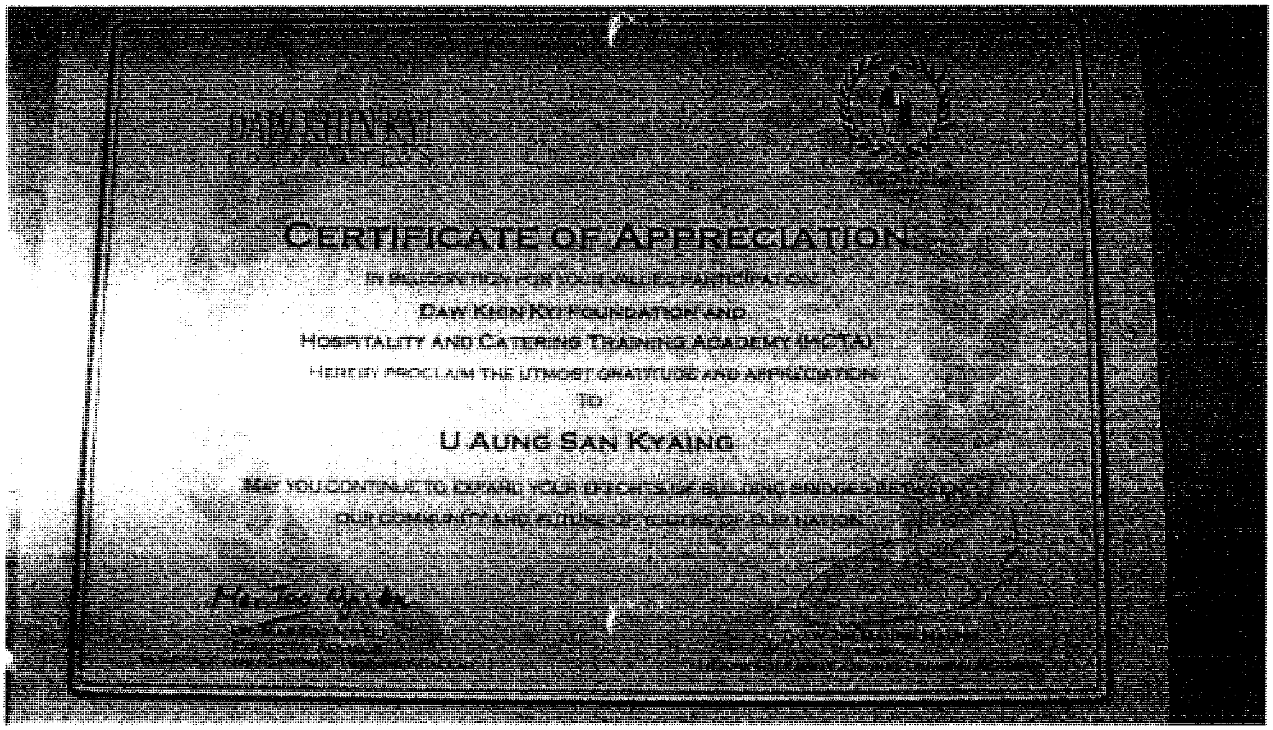
This is to certify that

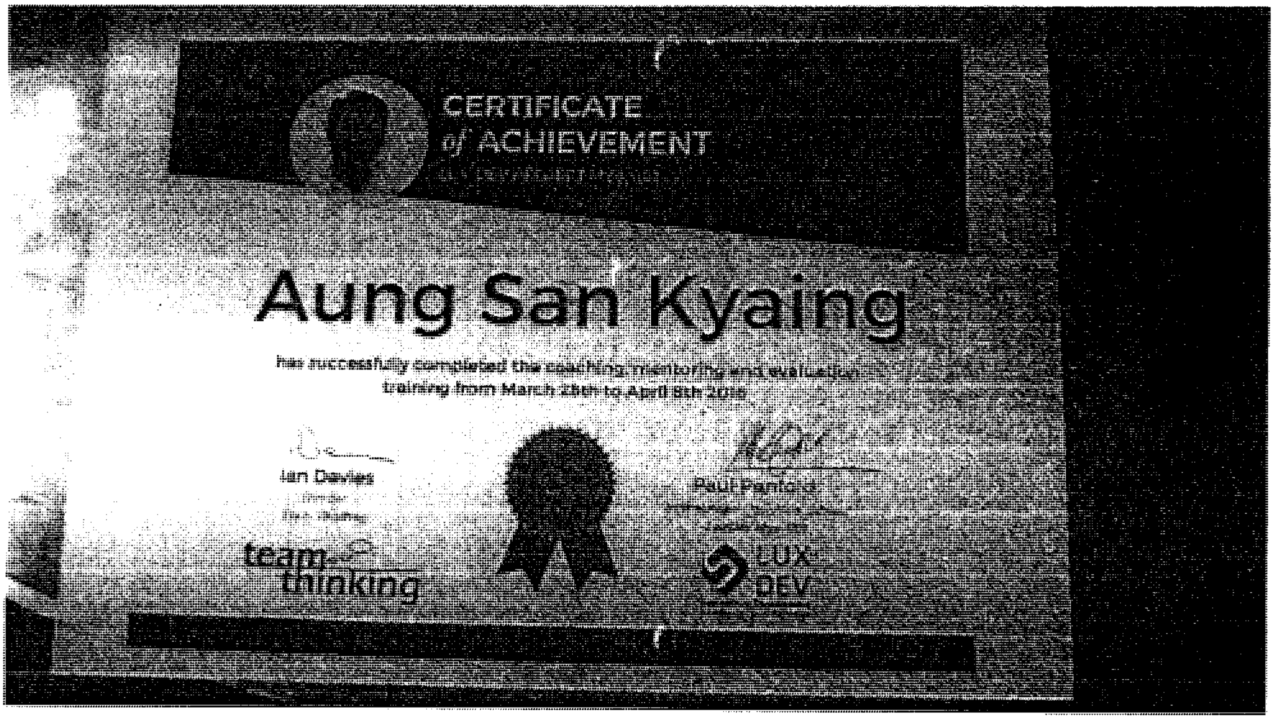

Union of Myanmar
Ministry of Hotels & Tourism
Certificate of Attendance
This is to certify that
has successfully completed the
hour programme
from
This programme was conducted by the Singapore Hotel Association
in cooperation with the Singapore Tourist Promotion Board and
the Union of Myanmar Ministry of Hotels and Tourism

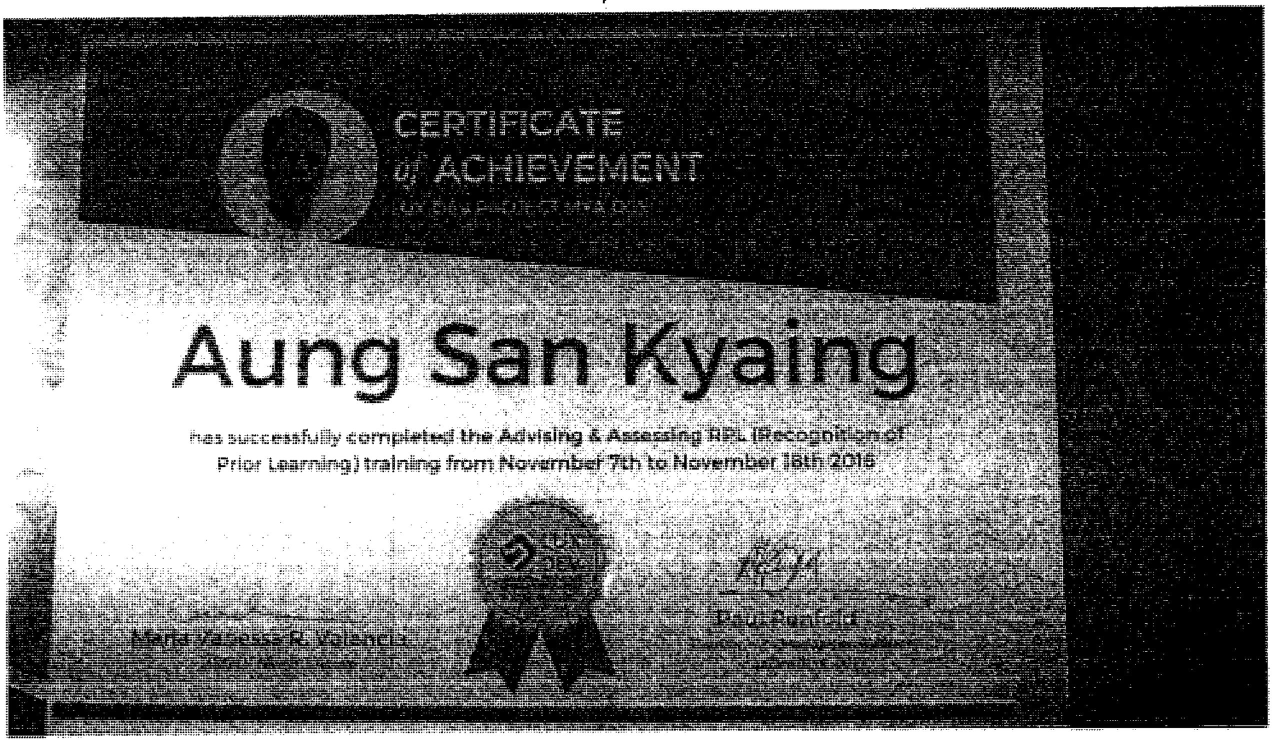

Union of Myanmar
Ministry of Hotels & Tourism
Certificate of Attendance
This is to certify that
has successfully completed the
hour programme
from

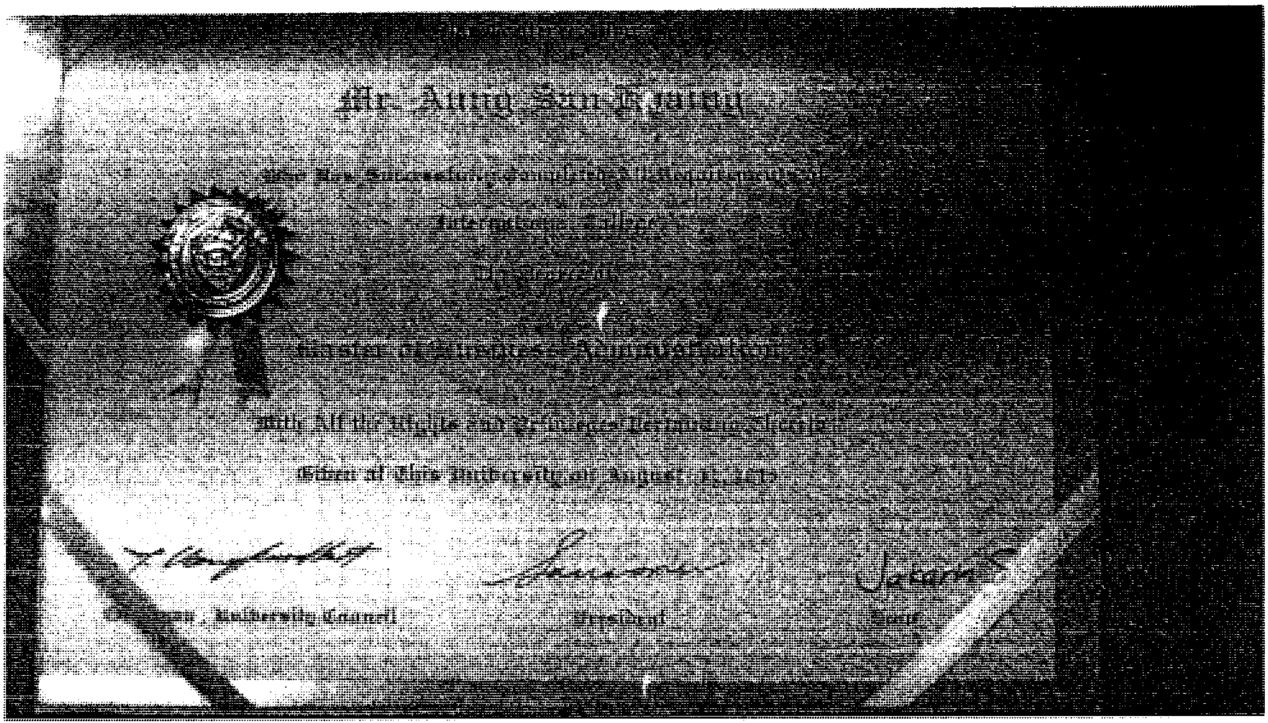

Aung San Kyaing
has successfully completed the training on "Exploring creative training
methods as teaching tools - Lego Serious Play (LSP) & Ketso"
Yana Wengel
Paul Pottgiet


Certificate of Achievement
Aung San Kyaing
ASEAN IN-COMPANY MASTER TRAINER
Myanmar Tourism Federation
Ministry of Hotels & Tourism


CERTIFICATE OF APPRECIATION
DAW KHIN KYI FOUNDATION AND
HOSPITALITY AND CATERING TRAINING ACADEMY (HCTA)
HEREBY PROCLAIM THE UTMOST GRATITUDE AND APPRECIATION
TO
U AUNG SAN KYAING


CERTIFICATE
of ACHIEVEMENT
Aung San Kyaing
has successfully completed the coaching mentoring and evaluation
training from March 28th to April 8th 2016
Ian Davies
Paul Panfold
team thinking
LUX DEV


CERTIFICATE
of ACHIEVEMENT
Aung San Kyaing
has successfully completed the Advising & Assessing RPL (Recognition of Prior Learning) training from November 7th to November 16th 2016
Maria Vanessa R. Valencia


Mr. Aung San Kyaing
President

COLLABORATION AGREEMENT

This agreement is made on the 1st day of August 2018

BETWEEN:

SHRM COLLEGE (herein known as "Party A") a duly registered School with the Ministry of Education, Singapore, with its registered address at No. 120, Oxley Rise, Singapore 238709, is an education/training service provider in the fields of Hospitality and Business Management in Singapore.

And

Princeton Management College (herein known as "Party B") with its registered address at 1st Floor (9), MICT Park, Hlaing Region, Hlaing Township University, Yangon Region wishes to recruit students for the Programes (as defined below), and the School wishes to appoint the college for that purpose on the terms and conditions in this Agreement.

WHEREBY IT IS AGREED AS FOLLOWS:

Party A and Party B hereby enter into an agreement for a period of five years with effect from the agreement date to collaborate with each other to provide and offer the academic/educational programs specified in the Appendix 1 ("the Programs") in Myanmar ("the Territory") during the term of the Agreement and on the terms and conditions as stated herein.

The responsibilities of each party in relation to this collaboration are as follows:

1. Responsibilities of Party A :

a) To obtain the necessary approvals for the Programs, from the relevant government authorities, in Singapore.

b) To provide Party B with Yearly Academic Calendar for the Programs, which shall include Programs Commencement Date, assignment submission date, examination date, term breaks, and results release date.

c) To reserve the right to set all tests, assignment, examinations questions for the Programs.

d) To provide Programs curriculum, module teaching materials, module student study guide, module outline and course manual to Party B and update Party B if there is any changes on the curriculum.

e) To reserve the right to moderate all assessments, including assignment, tests, exam and projects, submitted by the students who have been admitted and Registered to the Programs pursuant to this collaboration ("Registered Students")

f) Upon each Registered Student having successfully passed their examinations in the Programs, to provide such successful Registered Student with the relevant academic transcripts and / or awards.

 Party A's Initial: ______; Party B's Initial: ______

g) To evaluate and approve the teachers / lecturers provided by Party B for the teaching and delivery of the Programs at Party B.

h) To provide academic supports, including lecturers' training (if required), assessment workshop etc.

i) To provide academic progression pathways in collaboration with agreed overseas Universities so that the Registered Students who have successfully passed the Programs at Party B premises may if they so elect continue with the remaining levels of the Programs at Party A's school in Singapore leading them to an award by the respective agreed overseas universities.

j) To inspect Party B at the commencement of this Agreement and from time to time to ensure that the academic standard of Party B is being maintained to Party A's requirements.

k) To provide registration services including maintaining of student particulars, progress information, examination results, transcripts and copies of Certificates or Awards.

l) To provide the requisite marketing information and to approve the marketing and promotional materials to be printed in the Territory which are used or to be used in the promotion of the Programs pursuant to this Agreement.

m) Party A reserves the right to require Party B, at Party B's cost, to courier all assessments submitted by the Registered Students as is required under their respective Programs to Party A for moderation. Party A shall reply to Party B with the moderated results within 14 working days of Party A's receipt of the said materials.

2. Responsibilities of Party B :

a) To provide suitable teaching and learning venues ("Centres/Schools/Colleges") in the Territory and which shall be well equipped with teaching equipment, tables, chairs, white boards, computers, lighting, heating, library etc.

b) To obtain all the necessary approvals and permits from the relevant local authorities in the Territory for and in relation to the setting up of such teaching and learning venue and the offering and conducting of the Programs therein.

c) To follow Yearly Academic Calendar for the Programs, which shall include Programs Commencement Date, assignment submission date, examination date, term breaks, and results release date, released by Party A.

d) To adhere strictly to academic rules and regulations set by Party A.

e) Party B will cover the cost of airticket and accommodation for lecturers training.

f) To manage the teaching and learning venue, which shall include the employment of qualified teachers / lecturers who shall be approved by Party A to teach the Programs, the performance of all administration duties for and relating to the provision of lectures and tutorials required for the offering of the Programs, at Party B's own cost and in compliance with Party A's requirements. It is Party A's requirement that there shall not be more than **one hundred (100)** students in each class.

 Party A's Initial: ______; Party B's Initial: ______

g) To launch marketing and promotion activities for the Programs at Party B's own costs.

h) Notwithstanding its responsibility of Party B as herein stated, Party B shall not produce any marketing or promotional materials and/or business cards and/or create or maintain any websites referring to Party A without the prior written consent of a statutory director of Party A. Additionally, Party B shall not use any registered or unregistered mark or trademark of Party A and/or its subsidiaries or associated or any locally translated equivalent or likeness without the prior written consent of a statutory director of Party A.

i) To counsel prospective students, to assist in programs application, to submit enrolment documents to Party A for performing the registration for the Registered Students, to collect the tuition fees and other fees and payments from the prospective and Registered Students and to remit the said fees and payment to Party A in the manner as stated in Appendix 1 of this Agreement.

j) To arrange the time table for the lectures and tutorials for the Registered Students.

k) To liaise with Party A on a regular basis and to inform and keep Party A informed of all matters pertinent to the collaboration.

l) To screen the prospective students to ensure that they meet the minimum entry requirements as specified by Party A at Appendix 1 and to recommend suitable prospective students for admission and enrolment to the Programs.

m) To bear all the expenditures incurred in the operation of the Centres / Schools / Colleges and all ancillary expenditures including but not limited to the purchase of fixed assets, marketing and promotion of Programs as well as license fees and other fees paid or payable to the local authorities, salaries of all administrative and academic staff, the cost of accommodation and travelling expenses of expatriate teachers / lecturers and other expenses to be agreed (based on contracts signed with expatriate teachers/ lecturers as may varied on a case by case basis).

n) To bear all taxes including withholding taxes levied by the local government authorities arising from the agreement and matters contemplated herein.

o) To provide teaching materials to students and conduct all activities relating to Programs except where such activities are stated herein to be Party A's responsibilities.

p) To provide proper and accurate counselling to prospective students and Registered Students based on the information provided by Party A as contained in the official brochures, correspondence, promotional materials etc.

q) To pay Party A the collaboration / examination / moderation fees as provided in Appendix 1 of this Agreement and other fees (if any) within 30 days after the commencement of the Programs. The fees specified in Appendix 1 will be subjected to review during the renewal of this Agreement and the increment of fees shall not be more than 20% of fees specified in Appendix 1.

 Party A's Initial: ____; Party B's Initial: ____

3. **Responsibility Matrix**

a) The responsibility matrix as given below serves as a guide to outline each party's responsibility

Task	Responsibilities	
	Party A	*Party B*
Provision of Infrastructure		
(i) The setting up of venue, provision of equipment and licensing from local government authorities, registration of programs in the Territory etc		X
Teaching Materials and Academic Calendar		
(i) Provide and update program curricula, teaching materials, study guide, worksheet etc	X	
(ii) Provide yearly academic calendar, includes Programs commencement dates, assignment submission dates, exam dates, term breaks and result released dates. The confirmed assessment due date will be reinforced at the beginning of each term	X	
(iii) Follow yearly academic calendar, includes Programs commencement dates, assignment submission dates, exam dates, term breaks and result released dates. The confirmed assessment due date will be reinforced at the beginning of each term		X
Deployment		
(i) Print and distribute program materials to students		X
(ii) Approved lecturers for each modules	X	
(iii) Deployed the approved lecturers for teaching		X
Marketing and Recruitment		
(i) All marketing activities of Party A's programs and recruitment of students		X
Student Registration		
(i) Provide students' particulars and enrolment details		X
(ii) Maintain students' particulars, progress information and the provision of results, transcripts and issues of certificates	X	
(iii) Maintain students' particulars, progress information	X	
Lectures & Tutorials Supports		
(i) Provide lecturer for the program. Only use lecturers approved by Party A for the Programs		X
(ii) Provide training to Lecturers	X	
(iii) Provide a link tutor for each program	X	
(iv) Provide lectures and tutorials support to students		X
Examinations and Moderation		
(i) Set all assessment papers	X	
(ii) Mark assessment papers		X
(iii) Courier all assessment papers back to Party A		X
(iv) Conduct moderation for all assessment	X	
(v) Issue Certificates and Transcripts to graduates	X	

 Party A's Initial: ________; Party B's Initial: ________

4. Termination

a) Either party may terminate this Agreement by giving to the other party not less than six (6) months' prior notice in writing. Should there be remaining Registered Students on the Programs who have not completed their respective Registered Program at the time of the termination of this Agreement, each party shall continue to play its roles as agreed in this collaboration at its own cost and without claims against each other to ensure that the remaining Registered Students are provided the services for the Programs that they are Registered in prior to the termination for a period not exceeding (18) eighteen months.

b) Each of Party A and Party B shall return to the other all documents that rightfully belong to the other.

c) In the event that this Agreement is not renewed upon its expiry or is otherwise terminated, Party A shall in no circumstances have any liability to Party B or any third party for any losses, costs or expenses or other amounts of any nature whatsoever arising from the said expiration or termination (including for detrimental reliance, expenditure or loss of future business expectation) and Party B hereby irrevocably and unconditionally waives any rights with respect thereto.

5. Option to Renew

a) This Agreement may be renewed for a further five year by the parties so agreeing in writing at least three (3) months before the date of expiration of the Agreement. The renewal shall be subject to terms and conditions to be mutually agreed upon by the parties hereto.

6. In the event of any of the following occurs:

a) A winding-up petition has been filed against either party;
b) Either party has committed a material, serious or persistent breach of any of the provisions herein contained;
c) If there is any dissolution of either party, whether voluntarily or otherwise; or
d) upon the liquidation or winding-up of either party (other than for purposes of reconstruction)

Then in any such event, the non-defaulting party shall be entitled to forthwith terminate this Agreement by a notice in writing to the other.

7. Confidentiality

a) Except as required by law neither Party shall divulge, or allow to be divulged, to any person any confidential information which may become known to it or come into its possession or that of any of its employees regarding the activities of the other without the express agreement in writing of the other Party.

 Party A's Initial: ________; Party B's Initial: ________

8. Non-Competition

a) Party A and Party B agree and covenant that during the tenure of this Agreement or during the tenure of any renewal, either shall not enter into, directly or indirectly, into an agreement or any arrangement with any third party to offer same programs without first having obtained the prior written consent of the other party.

9. Assignment

a) Neither Party may assign or transfer their rights under this Agreement without the written consent of the other.

10. Intellectual Property Rights

a) The rights, titles and interests in the program curricula and teaching materials and any software, documents, reports, presentations, manuals and any other materials or media of any nature provided by Party A belong to Party A ("Intellectual Property Rights"). The foregoing are only licensed hereunder on a non-exclusive basis to Party B for its use in connection with this Agreements as specified in this Agreement and for the term of this Agreement and they may not otherwise be used, modified, adapted, sub-licensed or derivative works created therefrom by Party B or any third parties.

b) Nothing in this agreement has the effect of assigning and transferring the Intellectual Property Rights to Party B.

c) Party B shall indemnify Party A upon demand against all costs, claims, losses, liabilities and expenses assessed against or incurred by Party A arising out of or in connection with the infringement of the Intellectual Property Rights.

11. Force Majeure

a) Neither party will be breach of this Agreement if there is any total or partial failure of performance by it or of its duties and obligations hereunder occasioned by an act of god, earthquake, fire, act of government, war, civil commotion, insurrection, embargo or other event of force majeure beyond the control of that party. The obligations of the relevant party will be suspended for the period such force majeure has occurred and will continue immediately after upon reasonable termination of the said force majeure.

12. Modification

a) This Agreement shall supersede all previous agreements, undertakings and negotiations between the parties.

b) Save as herein provided, this Agreement shall not be altered, varied or modified in any manner whatsoever subsequent to the date of the execution hereof except in writing signed by the parties hereto.

13. Notice

a) Any demand, consent, notice, request or other communication of one party (hereinafter referred to as "Notice") authorized or required to be made hereunder shall be in writing marked for the attention of the statutory director of the respective party and shall be sent by email / fax / registered post or delivered by hand to the other party

at its address herein stated or to such other address as one party may notify to the other party in writing in the manner as herein stated.

14. This Agreement shall be governed by the laws of Singapore.

15. The parties agree to submit to the exclusive jurisdiction of the courts of Singapore.

16. Time whenever mentioned herein shall be of the essence.

AS WITNESS the hands of the parties hereto or their duly authorized representatives the day and year first above written.

SIGNED by	....	)
Name	Edwin Lim	)
	Chief Executive Officer	)
For and on behalf of **SHRM College Pte Ltd**		)

SIGNED by	....	)
Name	Kyaw Thu Aung	)
	Managing Director	)
For and on behalf of **Princeton Management College**		)

APPENDIX 1

 Party A's Initial: ________; Party B's Initial: ________

APPENDIX 1

1. Academic Programs
   a. Programs
      i. Diploma in International Business Management
      ii. Advanced Diploma in International Business Management
   b. Tuition, and Administrative Fees
      i. Party B will determine the tuition and administrative fee to be charged in the Territory for all Programs.
      ii. Party A will charge Party B a fixed cost of SGD400 per program per student for the 8 modules of the Diploma in International Business Management and for the 8 module of the Advanced Diploma in International Business Management.
         (a) Party B will pay the SGD400 to Party A into 2 instalments and the payment schedule as follow:
            a. 1st SGD200 – Party B will pay Party A within 60 days after each Program Commencement Date;
            b. 2nd SGD200 - Party B will pay Party A within 120 days after each Program Commencement Date;
   c. Minimum Enrolment
      i. Party B is responsible and committed to enrol students per program according to the table as follow:

Programs	1st Year of the agreement	2nd Year of the agreement	3rd Year of the agreement	4th Year of the agreement	5th Year of the agreement
Diploma in International Business Management or Advanced Diploma in International Business Management	40	50	70	90	100

      ii. Party B will bear all withholding taxes payable to the local government.
   d. Academic Entry Requirement
      i. Diploma in International Business Management – GCE "A" Level or equivalent qualification
      ii. Advanced Diploma in International Business Management – Diploma in International Business Management or equivalent qualification
   e. English Proficiency
      i. Diploma in International Business Management – Pass in English in GCE "A" Levels or IELTS score of 5-5 or an equivalent English Language Qualification
      ii. Advanced Diploma in International Business Management – Pass in English in GCE "A" Levels or IELTS score of 5-5 or an equivalent English Language Qualification
      iii. Applicants who do not meet the above English Language requirements will have to undergo the SHRM English Placement Test.

Party A's Initial: ________; Party B's Initial: ________

Personal Details



Name : **Daw Ei Ei Sint**
Address : 91/92 Kar Ya Thu Kha (4)street, Pawk Taw, Insein
Phone No. : 01-2305373
Email Address : academic@mibaedu.com
Gender : Female
Date of Birth : 3.5.1987
Marital Status : Married
Nationality : Myanmar
Religion : Buddha

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1.	Bachelor of Technology	Pyay Technological University	2004	2007
2.	Bachelor of Engineering	Pyay Technological University	2007	2008
3.	Master of Engineering	Pyay Technological University	2009	2011

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date
1.	One day training courses for construction Project management	ALBA	October 2017	-

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1.	Lecturer for Construction Project Management Course	Asia Language and Business Academy	October 2017	-
2.	Lecturer & Internal Verifier	Victoria University College	August 2016	-
3.	Lecturer & Internal Verifier	City College	June 2017	-
4.	Senior Manager	Aung Myint Thu group of companies	November 2015	July 2016
5.	Construction Management Manager	Southern Metal Industrial Co., Ltd.	April 2014	October 2015
6.	Assistant Engineer	Ayeyar Hinthar Holding Company Limited	September 2011	March 2014

ပြည်ထောင်စုမြန်မာနိုင်ငံတော်အစိုးရ

ပညာရေးဝန်ကြီးဌာန

မြန်မာနိုင်ငံစာစစ်အဖွဲ့



တက္ကသိုလ်ဝင်စာမေးပွဲအောင်လက်မှတ်

လက်မှတ်အမှတ် ......[illegible]...... / ခုံအမှတ် ......မဒသ-၃၂...... / ၂၀၀၃

..........ဦး[illegible] ဒေါ်[illegible].......... တို့၏ သား/ သမီး၊ တစ်ထောင့်ကိုးရာ

....ရှစ်ဆယ့်ခုနစ် ခုနှစ်၊ ....မေ.......... လ ....သုံး.......... ရက်

(၃ ၅ ၁၉၈၇) နေ့တွင် မွေးဖွားသည့် ....[illegible].......... သည်၊

....၂၀၀၃ ခုနှစ်၊ ....မတ်.......... လတွင် ကျင်းပသော တက္ကသိုလ်ဝင်စာမေးပွဲကို

အောက်ပါဘာသာရပ်များဖြင့် အောင်မြင်သည်။

၁။ မြန်မာစာ

၂။ အင်္ဂလိပ်စာ

၃။ သင်္ချာ

၄။ ဓါတုဗေဒ

၅။ ရူပဗေဒ

၆။ ဇီဝဗေဒ..................

ဂုဏ်ထူးရဘာသာ

၁။ ဇီဝဗေဒ..................

၂။ ....

၃။ ....

၄။ ....

၅။ ....

၆။ ....

ရန်ကုန်မြို့၊

နေ့စွဲ၊ ....

ဥက္ကဋ္ဌ(ကိုယ်စား)

မြန်မာနိုင်ငံစာစစ်အဖွဲ့

Government of the Union of Myanmar
Ministry of Science and Technology

Department of Technical and Vocational Education

ASSOCIATESHIP OF GOVERNMENT TECHNICAL INSTITUTE

This is to certify that

Ma Ei Ei Sint

son / daughter of U Phoe Sint has completed the

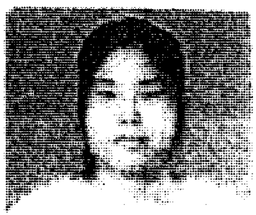
two year Diploma Course in Civil Engineering.

and passed the final examination held in October 2005

Registered Date of Birth 3 . 5 . 87

National Registration No. 8/ Tha Ya Na (Naing) 071261

Graduate Registration No. 05622



Principal

Chairman
Examination Board

Date of Issue 6 . 4 . 08.

Place of Issue Pyay

သိပ္ပံနှင့်နည်းပညာဝန်ကြီးဌာန
Ministry of Science and Technology

ရန်ကုန်နည်းပညာတက္ကသိုလ်
Yangon Technological University

အင်ဂျင်နီယာနည်းပညာဘွဲ့
Bachelor of Technology

ဦးဘိုးဆင့် (ခ) ဦးဖိုးဆင့် ၏ သား/သမီး မအိအိဆင့် အား
အင်ဂျင်နီယာနည်းပညာဘွဲ့ (မြို့ပြအင်ဂျင်နီယာ)

ကို အပ်နှင်းချီးမြှင့်လိုက်သည်။

NOVEMBER 2007

The degree of Bachelor of Technology (CiviL Engineering)

is awarded to

Ma Ei Ei Sint son/daughter of U Phoe Sint

အမျိုးသားမှတ်ပုံတင်အမှတ် (National Registration Number) 8/ Tha Ya Na (Naing) 071261

ဘွဲ့ရမှတ်ပုံတင်အမှတ် (Graduate Registration Number) 000973



ကျောင်းအုပ်ကြီး
အစိုးရနည်းပညာကောလိပ်
ပြည်
Principal
Government Technological College (Pyay)

ပါမောက္ခချုပ်
ရန်ကုန်နည်းပညာတက္ကသိုလ်
Rector
Yangon Technological University

၂၀၀၈-ခု၊ ဇွန် လ၊ ၁၅ ရက်

15 JUN 2008

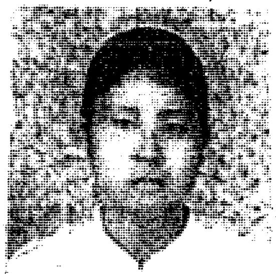
သိပ္ပံနှင့်နည်းပညာဝန်ကြီးဌာန
Ministry of Science and Technology

ရန်ကုန်နည်းပညာတက္ကသိုလ်
Yangon Technological University

အင်ဂျင်နီယာဘွဲ့
Bachelor of Engineering

နည်းပညာတက္ကသိုလ်/ကောလိပ် ....မြည်.............. မှအောင်မြင်ခဲ့သော
..............ဦးဖိုးဆင့်............၏ သား/သမီး ....မအိအိဆင့်..............အား
အင်ဂျင်နီယာဘွဲ့ (..............................မြို့ပြ.....................................)
ကို အပ်နှင်းချီးမြှင့်လိုက်သည်၊ DECEMBER [illegible]

Upon successful completion of the studies at
Technological University/College........Pyay..
The degree of Bachelor of Engineering (...............Civil...............................)
is awarded to
..Ma. Ei. Ei. Sint............son / daughter of........U. Phoe. Sint............
အမျိုးသားမှတ်ပုံတင်အမှတ် (National Registration Number) . 8/ThaRaNa (Naing) 071261
ဘွဲ့ရမှတ်ပုံတင်အမှတ် (Graduate Registration Number) ....000695........



ပါမောက္ခချုပ်/ကျောင်းအုပ်ကြီး
နည်းပညာတက္ကသိုလ်/ကောလိပ်
............မြည်............
Rector/Principal
Technological University/College

ပါမောက္ခချုပ်
ရန်ကုန်နည်းပညာတက္ကသိုလ်
........ရန်ကုန်.........
Rector
Yangon Technological University

~~၂၀၀၉~~ ခု၊ ~~မတ်~~ လ၊ ~~၂၉~~ ရက်
29 MARCH 2009

သိပ္ပံနှင့်နည်းပညာဝန်ကြီးဌာန

Ministry of Science and Technology

ရန်ကုန်နည်းပညာတက္ကသိုလ်

Yangon Technological University

မဟာအင်ဂျင်နီယာဘွဲ့

Master of Engineering

နည်းပညာတက္ကသိုလ် ....ပြည်.......... မှအောင်မြင်ခဲ့သော

..........ဦးဖိုးဆင့်.............. ၏ သား/သမီး ......မအိအိဆင့်.................. အား

မဟာအင်ဂျင်နီယာဘွဲ့ (..........................မြို့ပြ......................................)

ကို အပ်နှင်းချီးမြှင့်လိုက်သည်။

AUG 2011

Upon successful completion of the studies at

Technological University...................Pyay...

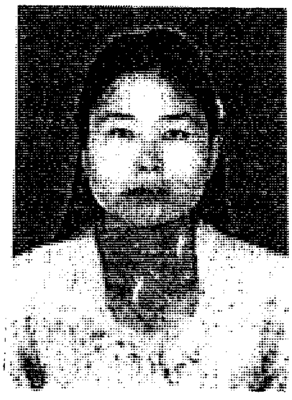
The degree of Master of Engineering (................Civil.............................)

is awarded to

...Ma...Ei...Ei...Sint......~~son~~ / daughter of......U....Phoe...Sint.........

အမျိုးသားမှတ်ပုံတင်အမှတ် (National Registration Number) 8/Tha.Ya.Na.(Naing) 071261

ဘွဲ့ရမှတ်ပုံတင်အမှတ် (Graduate Registration Number) ....000031.........



ပါမောက္ခချုပ်/ကျောင်းအုပ်ကြီး
နည်းပညာတက္ကသိုလ် ပြည်

............ပြည့်ဝင်............
Rector/Principal
Technological University

ပါမောက္ခချုပ်
ရန်ကုန်နည်းပညာတက္ကသိုလ်

......ရန်လွင်............
Rector
Yangon Technological University

၂၀၁၂ ခု၊ ဖေဖော်ဝါရီ လ၊ ၁၉ ရက်

19 FEBRUARY 2012

N M Associate

ENGINEERING & RELATIVE SOFTWARE EDUCATION SERVICES

CERTIFICATE OF COMPETENCE

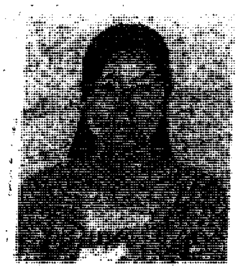
This is to certify that

EI EI SINT

holder of the NRC No. 8/Tha Ya Na (Naing) 071261

has successfully completed a course in

COMPUTER AIDED STRUCTURAL DESIGN WITH ETABS



Reg No. 020311039
Date of Issue. 4.3.2011

U MYINT THEIN
NMAssociate

No.79(4th) Floor, 38th Street, Kyauktada Township, Yangon, Myanmar.
Tel: 01-730 50716. E-mail: nmassociate79@gmail.com

Reg. No. QAB - 3603

CERTIFICATE OF TRAINING

This is to certify that

EI EI SIHI *son / daughter of* U PHOE SINT

has successfully completed the computer course in the undermentioned subject (s) from 8-2-11 *to* 22-4-11



1. AUTOCAD
2. INTERMEDIATE COURSE
3. ....
4. ....
5. ....
6. ....
7. ....
8. ....

Quickcad Computer Training Center
Date
No.

QUICKCAD COMPUTER TRAINING CENTER.

YANGON, Dated the 24th APRIL 2011

TIN MAUNG HTWE

Principal,
B.E (CIVIL)
MES ,ASEAN Engineer
Senior Licensed Engineer (L.S 287) Y.C.D.C
Computer Technology (L.I.C)
Aluminium & Glass Technology (P.S.A)

Scanned by CamScanner

NOBLE LAMP
TECHNICAL SERVICES CO.LTD



CERTIFICATE OF COMPLETION

This is to certify that Mr/Ms .... Ei Ei Sint .... NRC No. .... 8/ThaYaNa(N)071261 ....

Son/Daughter of Mr........ Phoe Sint .... Was examined and

successfully completed english (Elementary 4- Skills course)

MYO MIN HTUN
(Managing Director)
Noble Lamp
Technical Service Co.,Ltd.

NILAR MOE MYINT
(B.A(Hons)English, MA English. YUFL)
Chief Instructor

Date: 18th June 2013

MEMORANDUM OF AGREEMENT

BETWEEN

PRINCETON MANAGEMENT COLLEGE CO.,LTD.
MYANMAR

AND

MYANMAR INTERNATIONAL BUSINESS ACADEMY
MYANMAR

COLLABORATION AGREEMENT

This agreement is made on the ______7 August 2018

BETWEEN:

Princeton Management College (herein known as "Party B") with its registered address at 1st Floor (9). MICT Park, Hlaing Region, Hlaing Township University. Yangon Region wishes to recruit students for the Programmes (as defined below). And the college wishes to appoint the MIBA for that purpose on the terms and conditions in this Agreement.

And

Myanmar International Business Academy (here in known as "Party B") with its registered address at: No 247, 7th Floor, Bargayar Road, Myaynigone, San Chaung Township, Yangon.

WHEREBY IT IS AGREED AS FOLLOWS:

Party A and Party B hereby enter into an agreement for a period of five years **with effect from the** agreement date to collaborate with each other to provide and offer the academic/educational programs specified in the Appendix 1 (be Programs") in Myanmar during the term of the Agreement and on the terms and conditions as stated herein.

The responsibilities of each party in relation to this collaboration are as follows:

1. Responsibilities of Party A:

a) To obtain the necessary approvals for the Programs, from the relevant authorities, in Yangon

b) To provide Party B with Yearly Academic Calendar for the Programs, which shall include Programs Commencement Date, assignment submission date. Examination date. Term breaks. In addition, results release date.

c) To reserve the right to set all tests, assignment, examinations questions for the Programs.

d) To provide Programs curriculum, module teaching materials. Module student study guide and course manual to Party B and update Party B if there is any changes on the curriculum.

e) To reserve the right to moderate all assessments. including assignment, tests, exam and projects. submitted by the students who have been admitted and Registered to the Programs pursuant to this collaboration ("Registered Students")

f) Upon each Registered Student having successfully passed their examinations in the Programs, to provide such successful Registered Student with the relevant academic transcripts and / or awards.

g) To evaluate and approve the teachers / lecturers provided by Party B for the teaching and delivery of the Programs at Party B.

h) To provide academic supports. including lecturers' training (if required). assessment workshop etc.

i) To provide academic progression pathways in collaboration with agreed overseas Universities so that the Registered Students who have successfully passed the Programs at Party B premises may if they so elect continue with the remaining levels of the Programs at Party A's school in Singapore leading them to an award by the respective agreed overseas universities.

j) To inspect Party B at the commencement of this Agreement and from time to time to ensure that the academic standard of Party B is being maintained to Party A's requirements.

k) To provide registration services including maintaining of student particulars, progress information. Examination results. Transcripts and copies of Certificates or Awards.

l) To provide the requisite marketing information and to approve the marketing and promotional materials to be printed in the Territory which are used or to be used in the promotion of the Programs pursuant to this Agreement.

2. Responsibilities of Party B:

a) To provide suitable teaching and learning venues "Centers/Schools/Colleges" and which shall be well equipped with teaching equipment, tables, chairs, white boards, computers, lighting, heating. Library etc.

b) To obtain all the necessary approvals and permits from the relevant local authorities in relation to the setting up of such teaching and learning venue and the offering and conducting of the Programs therein.

c) To follow Yearly Academic Calendar for the Programs, which shall include Programs Commencement Date, assignment submission date. Examination date, term breaks, and results release date, released by Party A.

d) To adhere strictly to academic rules and regulations set by Party A.

e) To manage the teaching and learning venue, which shall include the employment of

qualified teachers / lecturers who shall be approved by Party A to teach the Programs, the performance of all administration duties *for* and relating to the provision of lectures and tutorials required.

f) To launch marketing and promotion activities for the programs at Party B's own cost.

g) To arrange the timetable for the lecturers and tutorials for the registered students

h) To liaise with Party A on a regular basis and to inform and keep party A informed for all matters pertaining to collaboration.

i) To screen the prospective students to meet for the course entry requirements specified by Party A

j) Provide teaching material to the lecturers and conduct activities relating to programs being run.

3. Termination

a) Either party may terminate this agreement by giving the party not less than 6 months prior notice in writing. Should there be any registered students on the program at the time of termination of this agreement each party shall continue to play its roles as agreed in this collaboration at its own cost without claims against each other to ensure that the remaining registered students are provided services for the programs that they are registered

4. Renew

The parties so agreeing in writing at least three may renew this agreement for a further five year

(3) Months before the date of expiration of the Agreement. The renewal is subject to the terms and conditions.

5. Confidentiality

Both the parties agree to maintain the clause of confidentiality to the scope of the academic resources , lecturer resources involved in academic, marketing, finance operations.

6. Tuition and Administrative Fees

Party B will have to pay £ 2,600 per student per postgraduate programme and £ 2,200 per student per undergraduate programme to Party A for Wrexham glyndŵr University Programs, no later than 30 days after the date of the invoice.

Party B will have to pay the tuition and administrative fee for SHRM College Programs as per following.

- Party A will charge Party B a fixed cost of SGD 800 per program per student for the 8 modules of the Diploma in International Business Management and for the 8modules of the Advance Diploma in International Business Management.
  - Party B will pay the SGD 800 to Party A into 2 instalments and the payment Schedule as follows:
    - 1st SGD 400 – Party B will pay Party A within 60 days after each Program Commencement Date:
    - 2nd SGD 400 – Party B will pay Party A within 120 days after each Program Commencement Date:

7. **This agreement shall be governed by the Union of Myanmar.**

AS WITNESS the hands of the parties hereto or their duly authorized representatives the day and year first above written.

Signed by.. **Date : 7 August 2018**

NAME EDWIN LIM

(Party A)

Signed by.. **Date : 7 August 2018**

NAME Kyaw Thu Aung

(Party B)

APPENDIX

- On the side of MIBA must adhere to the Terms & Conditions of MEMORANDUM OF AGREEMENT of Princeton Management College and Glyndŵr University.

- On the side of MIBA must adhere to the Terms & Conditions of COLLABORATION AGREEMENT of Princeton Management College and SHRM College.

PRIFYSGOL GLYNDŴR

GLYNDŴR UNIVERSITY

Ardystir drwy hyn ddarfod derbyn
<STUDENT NAME>
i radd
MEISTR MEWN GWEINYDDU BUSNES
<CLASSIFCATION>
ar 28 Hydref 2016

It is hereby certified that
<STUDENT NAME>
has been admitted to the degree of
MASTER OF BUSINESS ADMINISTRATION
<CLASSIFCATION>
on 28 October 2016

Ceir manylion am leoliad yr astudiaethau a'r iaith hyfforddi/asesu a ddefnyddiwyd yn y trawsgrifiad academaidd os yn berthnasol / Details of the location of study and language of instruction/assessment used are set out in the academic transcript if applicable.

IS-GANGHELLOR PRIFYSGOL GLYNDŴR
VICE-CHANCELLOR OF GLYNDŴR UNIVERSITY

othm®

OTHM LEVEL 5 DIPLOMA IN BUSINESS MANAGEMENT (QCF)

This is to certify that

KYAW SWAR HEIN

has successfully completed a regulated qualification at

Myanmar International Business Academy (MIBA)

Awarded on 04 July 2018

The learner has achieved the required standards in the following unit(s):

Unit Ref.	Unit Title	Level	Credits	ECTS	Grade
D/507/1273	MARKETING MANAGEMENT AND PLANNING	5	20	10	PASS
F/507/1279	CORPORATE SOCIAL RESPONSIBILITY AND GOVERNANCE	5	20	10	PASS
K/507/1275	FINANCIAL ACCOUNTING	5	20	10	PASS
L/507/1270	HUMAN RESOURCE MANAGEMENT	5	20	10	PASS
R/507/1271	PROJECT MANAGEMENT	5	20	10	PASS
T/507/1277	BUSINESS LAW	5	20	10	PASS
Total credits achieved: 120		**Total ECTS credits achieved: 60**			

Grading Type	Pass / Fail	Qualification Number	601/5962/5
Language of Assessment	English	Learner Number	161108024
		Certificate Number	C180704001

Issued on 04 July 2018

Patricia Land
Responsible Officer
OTHM Qualifications

Ofqual

Corff dyfarnu cydnabyddedig
Recognised awarding body

17014189

INSTITUTE OF COMMERCIAL MANAGEMENT

This is to certify that

ABIGAIL AGYEIWAA

has satisfied the requirements of the Institute's Examiners by having successfully completed the examinations required for the issue of the following Award

Single Subject Diploma
in
Human Resources Management

Dr Alistair Somerville Ford
Chairman

Professor Tom Thomas
Chief Executive

INSTITUTE OF COMMERCIAL MANAGEMENT

Student Number: 2199278
Pass Grade: C

Dated the 8th day of August 2014
Issued in Bournemouth, England

Grade A - Distinction Grade B - Credit Grade C - Pass Grade D – Marginal Pass

International Qualifications Network

SCN 177677752
Aung Than Oo
Myanmar International Business Academy (MIBA)
No (249), 7th floor (A), Bargayar Street, May Ni Gone,
Sanchaung Township, Yangon, Myanmar
Phone: 09420110999

31 August 2017
Contact – Student Support Team
e-mail: support@iqnglobal.com

Dear Aung Than Oo,

We congratulate you on your remarkable success in completing the Certified Project Management Analyst (CPMA) qualification awarded by the Scottish Qualifications Authority (SQA). We hope that this accomplishment will be an inspiration in your journey to compete in the global market of professionals.

Please find enclosed with this letter your certificate of completion along with the transcript.

We thank you for choosing IQN qualifications for your career development. Please visit our website at www.iqnglobal.com if you require any further information regarding IQN and its range of qualifications.

On behalf of IQN, we take the pleasure of concluding this letter by cordially welcoming you as an IQN 'graduate' and offer our best wishes for your career as a Certified Project Management Analyst.

Yours faithfully,
IQN

SCOTTISH
QUALIFICATIONS
AUTHORITY

International
Qualifications
Network

This document is issued to certify
that in August 2017

Aung Than Oo

attained the

Customised Award

Certified Project Management Analyst

Chief Executive
Scottish Qualifications Authority

Chief Executive
International Qualifications Network

scottish credit and
qualifications framework

Code: GH9H 04
SCN: 177677752

The Association of
Business Executives

abe

Name

has been awarded the

Programme Name

Issued DD/MM/YYYY

Member Code - Certificate No

Keith Ramsay
Chairman

Rob May
CEO

1000001

PRINCETON
MANAGEMENT COLLEGE

The Academic Board of

PRINCETON MANAGEMENT COLLEGE

hereby declares the

CERTIFICATE IN FOUNDATION STUDIES

is awarded to

STUDENT NAME

0000 00 0000

with all the honours, distinctions and privileges belonging thereto, having successfully completed the curriculum as prescribed by the Academic Board

13th October 2018

Registrar

Chairman
Academic Board

SHRM

SHRM COLLEGE

The Academic Board of SHRM College

hereby declares the

DIPLOMA IN INTERNATIONAL BUSINESS MANAGEMENT

is awarded to

STUDENT NAME

with all the honours, distinctions and privileges belonging thereto, having successfully completed the curriculum as prescribed by the Academic Board

12th July 2018

Registrar

Chairman
Academic Board

Singapore

SHRM

SHRM COLLEGE

The Academic Board of SHRM College

hereby declares the

ADVANCED DIPLOMA IN INTERNATIONAL BUSINESS MANAGEMENT

is awarded to

STUDENT NAME

with all the honours, distinctions and privileges belonging thereto, having successfully completed the curriculum as prescribed by the Academic Board

12th July 2018

Registrar

Chairman
Academic Board

Singapore

၂၀၀၈ခုနှစ် ပြည်ထောင်စုသမ္မတမြန်မာနိုင်ငံတော်ဖွဲ့စည်းပုံ အခြေခံဥပဒေပုဒ်မ ၃၈၉ အရ နိုင်ငံသားတိုင်းသည် ဥပဒေအရ ပေးဆောင်ရမည့်အခွန်အကောက်များကို ပေးဆောင်ရန်တာဝန်ရှိသည်။

အခွန်ပေးဆောင်မှုအတွက် အထူးပင်ကျေးဇူးတင်ရှိပါသည်။

ပတခ(၁၈)၁၉။

(ငွေပေးသွင်းသူသို့ ပြန်ပေးရန်ဖြတ်ပိုင်း)

ဒေါ်မွန်မွန်ဦး

အခွန်ထမ်းလုပ်ငန်း မှတ်ပုံတင်အမှတ် ၁၉၈၅၉/MCO/၂၀၁၇-၂၀၁၈

အခွန်ထမ်းအမည်နှင့်လိပ်စာ Inno Power Co., Ltd

အမှတ်-၂၆၅/အီးပထမထပ်၊၃၉-လမ်းအထက်၊ကျောက်တံတား

၂၀၁၇-၂၀၁၈ စည်းကြပ်နှစ်အတွက် ဝင်ငွေခွန်

ကျပ် ၈၃၁၄၉၄ နှင့်ဒဏ်ငွေကျပ် ၈၃၁၄၉

စုစုပေါင်း(ဂဏန်းဖြင့်) ၉၁၄၆၄၃.၀၀

(စာဖြင့်)ကျပ် ကိုးသိန်းတစ်သောင်းလေးထောင့်ခြောက်ရာလေးဆယ့်သုံး ကျပ်

ပေးသွင်းသဖြင့် လက်ခံရရှိပါသည်။

ရက်စွဲ၊ 26/Jan/2018

10-2-2018

914,643/-

ဘဏ်မန်နေဂျာ

ဘဏ်တံဆိပ်	အခွန်ဆောင်ထားနိုင်ငံသားလေးစားသမှုတို့ဂုဏ်ပြု

၂၀၀၈ခုနှစ် ပြည်ထောင်စုသမ္မတမြန်မာနိုင်ငံတော်ဖွဲ့စည်းပုံ အခြေခံ ဥပဒေပုဒ်မ ၃၈၉ အရ နိုင်ငံသားတိုင်းသည် ဥပဒေအရ ပေးဆောင် ရမည့်အခွန်အကောက်များကို ပေးဆောင်ရန်တာဝန်ရှိသည်။

အခွန်ပေးဆောင်မှုအတွက် အထူးပင်ကျေးဇူးတင်ရှိပါသည်။

ပတခ(ဝင)၁၉။

(ငွေပေးသွင်းသူသို့ ပြန်ပေးရန်ဖြတ်ပိုင်း)

ဒေါ်မွန်မွန်ဦး

အခွန်ထမ်းလုပ်ငန်း မှတ်ပုံတင်အမှတ် ၁၉၈၅၉/MCO/၂၀၁၈-၂၀၁၉

အခွန်ထမ်းအမည်နှင့်လိပ်စာ Inno Power Co., Ltd

အမှတ်-၂၆၅/ဒီးယထမထပ်၃၉-လမ်းအထက်၊ကျောက်တံတား

၂၀၁၈-၂၀၁၉ စည်းကြပ်နှစ်အတွက် ဝင်ငွေခွန်

ကျပ် ၄၉၂၃၈၉၉ နှင့်ဒဏ်ငွေကျပ် ၄၉၂၃၉၀

ပေါင်း(ဂဏန်းဖြင့်) ၅၄၁၆၂၈၉.၀၀

(စာဖြင့်)ကျပ် ငါးသန်းလေးသိန်းတစ်သောင်းခြောက်ထောင်နှစ်ရာရှစ်ဆယ့်ကိုးကျပ်

ပေးသွင်းသဖြင့် လက်ခံရရှိပါသည်။

ရက်စွဲ၊ 18 07/Dec/2018

5416289

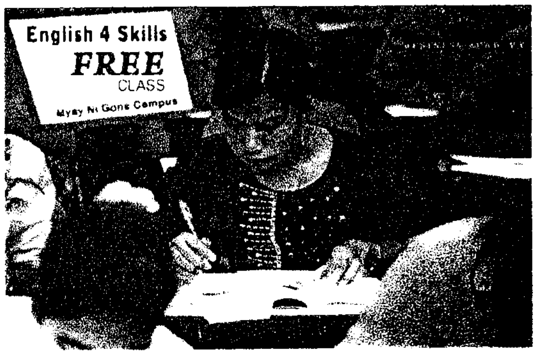
ဘဏ်မန်နေဂျာ

ဘဏ်တံဆိပ်	အခွန်ဆောင်ထားနိုင်ငံသား လေးစားသမှုတိုက်ဂုဏ်ပြု

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Yangon CSR 4 Skills Class Intake (1 & 2)



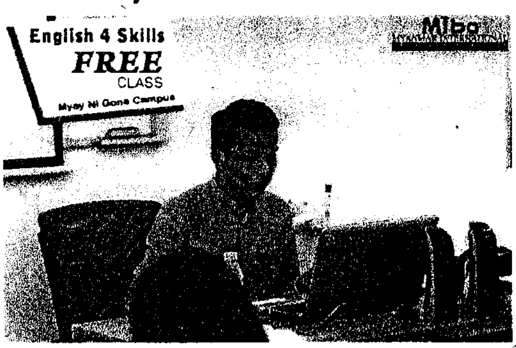


အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Yangon CSR 4 Skills Class Intake (1 & 2)





အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Mandalay CSR 4 Skills Class





အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Yangon CSM Free Class (MNG)





အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Yangon CSM Free Class (MICT)





အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Yangon BE (Free) Batch (1 to 18)





အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Yangon BE (Free)





အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY



အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

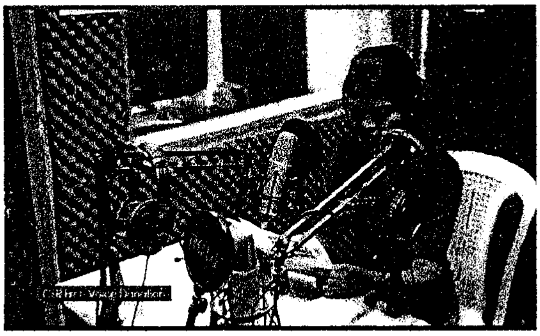
Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY



အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY





အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Technology University (Maubin) CSR Training







အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Technology University (Maubin) CSR Training





အောင်မြင်သူများ ဖန်တီးခြင်း၏ သင်္ကေတ

အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ်

National Management Degree College

နှစ်လည်မဂ္ဂဇင်းကော်မတီ

မှတ်တမ်းတင် ဂုဏ်ပြုလွှာ

အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ် ၂၀၁၇–၂၀၁၈ ပညာသင်နှစ် ဒုတိယအကြိမ်မြောက် နှစ်လည်မဂ္ဂဇင်းတွင် ကြော်ငြာထည့်ဝင်ခြင်းဖြင့် ကူညီပံ့ပိုးပေးခဲ့ပါသော **Myanmar International Business Academy** အား မှတ်တမ်းတင် ဂုဏ်ပြုပါသည်။

(ဒေါက်တာသင်းသင်းမြင့်)
ဥက္ကဋ္ဌ
နှစ်လည်မဂ္ဂဇင်းကော်မတီ
အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ်

(ဒေါက်တာတင်တင်ထွေး)
ကျောင်းအုပ်ကြီး
အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ်

ရက်စွဲ၊ ၂၀၁၉ ခုနှစ်၊ ဇန်နဝါရီလ (၁၄) ရက်။

YANGON STOCK EXCHANGE EXPO 2018

YSX

Certificate of Appreciation for Sponsorship

This certificate is awarded to

Myanmar International Business Academy (MIBA)

For your active cooperation and sponsorship

for YSX EXPO 2018 which was held on 9th September, 2018.

Director

Yangon Stock Exchange

Date - 14th December, 2018

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

ရက်စွဲ ၊ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ။ ။လူမှုရေးဆိုင်ရာ တာဝန်ယူဆောင်ရွက်မှုအစီအစဉ် ။

လူမှုရေးဆိုင်ရာ တာဝန်ယူဆောင်ရွက်မှု အစီအစဉ်အနေဖြင့် အသားတင်အမြတ်ငွေ၏ ၂ ရာခိုင်နှုန်းအား ထည့်ဝင်ရန် စီစဉ်ထားပါသည်။ အောက်ဖော်ပြပါ ကဏ္ဍများတွင် အသုံးပြုသွားမည် ဖြစ်ပါသည်။

- ပညာရေးကဏ္ဍ
- ကျန်းမာရေး စောင့်ရှောက်မှုကဏ္ဍ
- လူမှုရေး ကဏ္ဍ
- သဘာဝဘေးအန္တရာယ် ကာကွယ်ရေး
- ဒေသခံပြည်သူများ ဖွံ့ဖြိုးရေး

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

Innopower Co.,Ltd
No 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

နေ့စွဲ ။ ။ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ ။ ။ ဆရာ ၊ ဆရာမ နှင့် ကျောင်းသား ၊ ကျောင်းသူများ၏ ကာယိခန္ဓာ ထိခိုက်မှု မရှိစေရေး ကတိဝန်ခံချက်။

အထက်ပါအကြောင်းအရာနှင့် စပ်လျဉ်း၍ ကျွန်တော်များ INNO POWER COMPANY LIMITED သည် MYANMAR INTERNATIONAL BUSINESS ACADEMY နာမည်ဖြင့်ကျောင်းဖွင့်လှစ်၍ ပညာရေးဝန်ဆောင်မှုများ ဆောင်ရွက်ရာတွင် ကျောင်းပရဝုဏ်အတွင်း ကျောင်းသား/ကျောင်းသူများနှင့် ဆရာ/ဆရာမ များအနေဖြင့် ကာယိခန္ဓာ ထိခိုက်မှု မရှိစေရန် ဆောင်ရွက်သွားမည်ဖြစ်ကြောင်း ဝန်ခံကတိပြုပါသည်။

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

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Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

နေ့စွဲ ။ ။၂၀၁၉ ခုနှစ်၊ လ၊ ရက်။

အကြောင်းအရာ ။ ။ ကျောင်းပရဝုဏ်အတွင်း အရက်သေစာနှင့် မူးယစ်ဆေးဝါးသုံးစွဲခြင်း မရှိစေရေး ကတိဝန်ခံချက်။

အထက်ပါအကြောင်းအရာနှင့် စပ်လျဉ်း၍ ကျွန်တော်များ INNO POWER COMPANY LIMITED သည် MYANMAR INTERNATIONAL BUSINESS ACADEMY (MIBA) နာမည်ဖြင့် ကျောင်းဖွင့်လှစ်၍ ပညာရေးဝန်ဆောင်မှုများ ဆောင်ရွက်ရာတွင် ကျောင်းပရဝုဏ်အတွင်း ကျောင်းသား/ကျောင်းသူများနှင့် ဝန်ထမ်းများအနေဖြင့် အရက်သေစာနှင့် မူးယစ်ဆေးဝါး သုံးစွဲခြင်း မရှိစေရန် ဆောင်ရွက်သွားမည်ဖြစ်ကြောင်း ဝန်ခံကတိပြုပါသည်။

လေးစားစွာဖြင့်

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သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

နေ့စွဲ ။ ။ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ ။ ။ အမျိုးသားပညာရေး ဥပဒေများ (၂၀၁၄ ၊ ၂၀၁၅) နှင့် နောင်တွင် ထွက်ပေါ်လာမည့် National Assessment Policy ကို လိုက်နာ ဆောင်ရွက် သွားရန် သိရှိကြောင်း ဝန်ခံချက်။

အထက်ပါအကြောင်းအရာနှင့် စပ်လျဉ်း၍ ကျွန်တော်များ INNO POWER COMPANY LIMITED သည် MYANMAR INTERNATIONAL BUSINESS ACADEMY (MIBA) နာမည်ဖြင့် ကျောင်းဖွင့်လှစ်၍ ပညာရေးဝန်ဆောင်မှုများ ဆောင်ရွက်ရာတွင် လက်ရှိ အတည်ပြုပြဋ္ဌာန်းထားသည့် ပညာရေးဥပဒေများနှင့် နောက်တွင် ပေါ်ထွက်အတည်ပြု ပြဋ္ဌာန်းမည့် ပညာရေးဥပဒေများနှင့် National Assessment Policy ကို လိုက်နာဆောင်ရွက်သွားရန် သိရှိကြောင်း ဝန်ခံကတိပြုအပ်ပါသည်။

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
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Tel: 09-420110999

သို့

ဉက္ကဋ္ဌ
မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်
ရန်ကုန်မြို့

ရက်စွဲ ၊ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ။ ။ မီးဘေးကြိုတင်ကာကွယ်ရေးအစီအစဉ် ။

ကျွန်တော်များ "INNO POWER COMPANY LIMITED" အနေဖြင့် မီးဘေးကြိုတင်ကာကွယ်ရေး အစီအစဉ်အား အောက်ဖော်ပြပါ အချက်အလက်များအတိုင်း ပြင်ဆင်မည်ဖြစ်ကြောင်းတင်ပြ အပ်ပါသည်။

- အချက်ပေးစနစ်
- မီးဘေးကြိုတင်ကာကွယ်ရေး သင်တန်းပေးခြင်း
- လုံခြုံရေး ကင်မရာများ
- ဆေးလိပ်သောက်သည့်နေရာ သတ်မှတ်ပေးခြင်း
- မီးသတ်ဆေးဘူးများ အသုံးပြုနည်းသင်တန်းပေးခြင်း
- မီးဘေးအန္တရာယ်ကာကွယ်ရန် သန့်ရှင်းအောင်ထားခြင်း
- မတော်တဆ ထိခိုက်မှု မဖြစ်စေရန် မီးဘေးကာကွယ်ရေးစည်းကမ်းများ
- မီးသတ်ဆေးဘူးများ

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

innopower

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

နေ့စွဲ။ ။၂၀၁၉ ခုနှစ်၊ လ၊ ရက်။

အကြောင်းအရာ ။ ။ ပုဂ္ဂလိကကျောင်း ၏ ဆရာ ၊ ဆရာမနှင့် စီမံခန့်ခွဲရေးဝန်ထမ်းများ လုံလောက်မှုရှိကြောင်း ဝန်ခံကတိ တင်ပြခြင်း ။

အထက်ပါအကြောင်းအရာ နှင့်စပ်လျဉ်း၍ ကျွန်တော်များ INNO POWER COMPANY LIMITED ကို ဝန်ဆောင်မှု လုပ်ငန်းလုပ်ကိုင်သည့် ကုမ္ပဏီအနေဖြင့် တည်ထောင်ခဲ့ပြီး Myanmar International Business Academy (MIBA) နာမည်ဖြင့် ကျောင်းဖွင့်လှစ်၍ ပညာရေးဝန်ဆောင်မှုများကို လုပ်ဆောင်ရာတွင် ပညာသင်ကြားပို့ချမည့် သင်ကြားရေး ဆရာ ၊ ဆရာမ များနှင့် စီမံခန့်ခွဲရေးဝန်ထမ်းများ လုံလောက်စွာဖြင့် သင်ကြား ပို့ချမည်ဖြစ်ကြောင်း ဝန်ခံကတိပြု ပါသည်။

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

Innopower Co.,Ltd
No. 249 , 7th Floor , Bargayar Road
Myay Ni Gone,Sanchaung Township
Yangon , Myanmar
Tel: 09-420110999

သို့

ဥက္ကဋ္ဌ

မြန်မာနိုင်ငံရင်းနှီးမြှုပ်နှံမှုကော်မရှင်

ရန်ကုန်မြို့

ရက်စွဲ ၊ ၂၀၁၉ ခုနှစ် ၊ လ ၊ ရက်။

အကြောင်းအရာ။ ။ ဝန်ထမ်းများ၏ လစာဝင်ငွေအပေါ်တွင် ဝင်ငွေခွန် ပေးဆောင်ခြင်းနှင့် စပ်လျဥ်း၍ ဝန်ခံကတိပြုခြင်းကိစ္စ ။

၁။ ကျွန်တော်များ INNO POWER COMPANY LIMITED အနေဖြင့် နိုင်ငံတော်မှ ပြဋ္ဌာန်းထားသော အခွန်ဥပဒေများအတိုင်း ပေးသွင်းရမည့် အခွန်ငွေများကို အပြည့်အဝ မပျက်မကွက် ပေးသွင်းမည် ဖြစ်ကြောင်း ဝန်ခံကတိပြုအပ်ပါသည်။

၂။ ကျွန်တော်များ INNO POWER COMPANY LIMITED သည် **ဝန်ထမ်းများ၏** ဝင်ငွေခွန်ပေးဆောင်ခြင်းကို ၎င်းတို့၏ တစ်နှစ်စာလစာဝင်ငွေ ၄,၈၀၀,၀၀၀ ကျပ် (စာဖြင့် လေးဆယ့်ရှစ်သိန်းကျပ်) နှင့် အထက်ရရှိသော ဝန်ထမ်းများ၏ ဝင်ငွေမှ ဝင်ငွေခွန် ဥပဒေအရ ခံစားခွင့်ပြုထားသည့် သက်သာခွင့်များ နုတ်ယူပြီး ဝင်ငွေခွန်တွက်ချက်ပြီး ပြည်တွင်းအခွန်များ ဦးစီးဌာနသို့ မှန်မှန်မပျက်မကွက် ပေးဆောင်သွားမည် ဖြစ်ကြောင်း ဝန်ခံကတိပြုပါသည်။

လေးစားစွာဖြင့်

Kyaw Thu Aung
Managing Director
Innopower Company Limited

Personal Details

Name	: **Myint Myint Kyu**
Address	: No. 182(A), Kanthar 8th St, Magway Township Magway.
Email	: academic@mibaedu.com
Phone Number	: 01-2305373
Gender	: Female
Date of Birth	: 31.08.1995
Marital Status	: Single
Nationality	: Myanmar
Religion	: Buddha

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1.	B.Com(HRM)	Meiktila University of Economics	2011	2014
2	MBA	Meiktila University of Economics	2016	2018
3.	LCCI Level 3		2013	2014

Training and Seminars

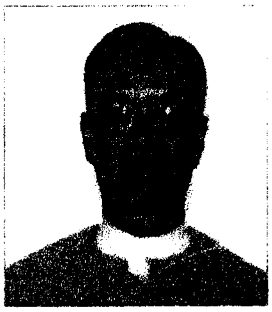
No	Training / Seminar Title	Held By	Duration	End Date

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Junior Accountant	Petro and Trans Co., Ltd		
2	Teacher	Sein Lan Myay Charity Bordering Scholl	2016	2017

Personal Details



Name : **Dr. Hla Nyunt**
Address : Building (1), Room 102, Thanthumar Road, Thuwanna Housing, Thuwanna. Thinkangyun Township. Yangon.
Phone No. : 01-2305373
Email Address : academic@mibaedu.com
Gender : Male
Date of Birth : 27-12-1950
Marital Status : Married
Nationality : Myanmar
Religion : Buddha

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1.	Ph.D (Business and Management)	Rochville University (U.S.A)	2010	2012
2.	Master of Public Administration (M.P.A)	Yangon University of Economics. (Y.U.E)	2004	2006
3.	Diploma in Management and Administration(D.M.A)	Yangon University of Economics. (Y.U.E)	1994	1996
4.	Bachelor of Economics (B. Econ)	Yangon University of Economics. (Y.U.E)	1971	1975

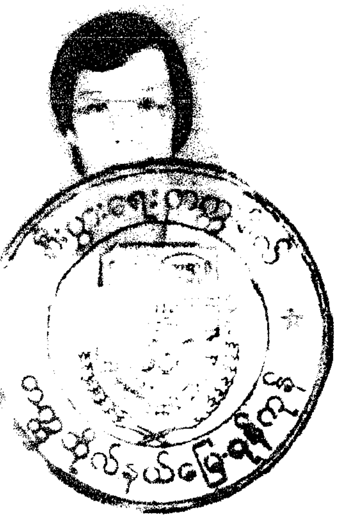
Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date
1.	Central Banking Course The Bank Negara Malaysia	Malaysia	2 Week	1990
2.	International Banking & Treasury business The Fuji Bank	Japan	2 Week	1995
3.	Banking & Financial Sector Management & Reform (The Mekong Institute)	Thailand	2 Week	1998
4.	Monetary Operation The International Monetary Fund(IMF-JVI)	Austria	1 Week	2000
5.	Central Bank Accounting The International Monetary Fund(IMF-STI)	Singapore	1 Week	2002
6.	Safeguards Assessments of Central Bank The International Monetary Fund (IMF-STI),	Singapore	1 Week	2003
7.	Review on the Overseas Myanmar Labors in Malaysia The Labors Agency	Malaysia	2 Week	2003
8.	Economics Administration for ASEAN Countries The Ministry of Commerce	China	2 Week	2008
9.	The Activities of Banking and Financial Institutions in Frankfurt. The GIZ	Germany	2 Week	2014
10.	The Banking Sector Development in Ha Noi The VIDB Bank (VIDB)	Vietnam	1 Week	2015
11.	The IT development in Ha Noi The FPT IT Com; Ltd	Vietnam	1 Week	2015
12.	Financial Products Development City Credit Capital Com; Ltd	Hong Kong	1 Week	2017

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1.	Deputy Managing Director	Global Treasure Bank	2014	To date
2.	Principal	AYA Bank	2010	2013
3.	Financial Accountant	Nan Hong Construction and Engineering (Singapore)	2009	2010
4.	Deputy Director	Central Bank of Myanmar	1977	2009



စီးပွားရေးတက္ကသိုလ်၊ ရန်ကုန်

စီးပွားရေးပညာဘွဲ့

(ဘီ - အီကွန်း)

မောင်လှထွန်း (အဘအမည် ဦးဖော်ကြည်) [illegible]

စီးပွားရေးပညာဘွဲ့ကို အပ်နှင်းချီးမြှင့်လိုက်သည်။

[illegible] သမဂ္ဂဗေဒပညာ၊

[illegible]

[illegible] ၅၂၆၉၊

မော်ကွန်းထိန်း
စီးပွားရေးတက္ကသိုလ်၊ ရန်ကုန် ။

ပါမောက္ခချုပ်
စီးပွားရေးတက္ကသိုလ်၊ ရန်ကုန်

[illegible] ၇၆ ခု၊ ဖေဖော်ဝါရီလ ၀၆ ရက်နေ့။

ဘွဲ့ရသူ၏

အမျိုးသားမှတ်ပုံတင်နံပါတ် J/RGN ၀၁၁၀၆၆၇

သို့မဟုတ်

နိုင်ငံခြားသားမှတ်ပုံတင်နံပါတ်..

စီးပွားရေးတက္ကသိုလ်၊ ရန်ကုန်

စီမံအုပ်ချုပ်မှုဒီပလိုမာ

(ဒီ - အမ် - အေ)

မောင်လှညွန့် (အဘအမည် ဦးအောင်ကြည်) အား

စီမံအုပ်ချုပ်မှု ဒီပလိုမာ (ဒီ-အမ်-အေ)ဘွဲ့ကို အပ်နှင်းချီးမြှင့်လိုက်သည်။

အဓိကဘာသာရပ် ....—............

ဘွဲ့ရသူ မှတ်ပုံတင်အမှတ်............၁၄၇၉............

မော်ကွန်းထိန်း

စီးပွားရေးတက္ကသိုလ်၊ ရန်ကုန်။

၁၉၉၆ ခု၊ ဖေဖော်ဝါရီ လ၊ ၁၇ ရက်



ပါမောက္ခချုပ်

စီးပွားရေးတက္ကသိုလ်၊ ရန်ကုန်။

အောက်ပါဘာသာရပ်များကို ဂုဏ်ထူးဖြင့် အောင်မြင်သည်။

....

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....

ဘွဲ့ရသူ၏

အမျိုးသားမှတ်ပုံတင်အမှတ် ၁၂/ဗဟန(နိုင်) ၀၀၅၄၁၅-

Personal Details

Name : Dr. Kalya Kyaing
Address : 130(A), U Cho Road (Thukha Street), (8) Ward, Hlaing TSP, Yangon,
: Myanmar
Gender : Female
Date of Birth : 12.8.1971
Marital Status :
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1	B.Econ (Hons)	Yangon Institute of Economics		11.02.1995
2	M.Econ(Eco)	Yangon Institute of Economics		17.01.1997
3	Ph.D (Eco)	Yangon University of Economics		10.5.2015
4	M.SC	IDEC,Hiroshima University , Japan		30.9.2004

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date

Professional Experience

Please list work history in reverse chronological order, with your current or most recent **job listed** at the top.

No	Position	Organization Name	Start Date	End Date
1	Associate Professor	Meikhtila University of Economics		
2	Leacturer	Yangon University of Economics		
3	Leacturer	Magway University		
4	Leacturer	Yangon University of Econnomics		
5	Assistant Leacturer	Meikhtila Institute of Economics		
6	Assistant Leacturer	Monywa Institute of Economics		
7	Tutor	Yangon Institute of Economics		

Qualification

- Certificate of Food & Beverage Management (SHATEC)
- Certificate of Front Office Management (SHATEC)
- Certificate Tourism Statistics (SHATEC)
- Certificate of Computerized Accounting (ACCPAC)

Certificate of A+ Hardware (KMD Computer Shool)

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Tutor	Yangon University of Economics	1986	1997
2	Assistant Lecturer	Yangon University of Economics	1997	2002
3	Lecturer	Yangon University of Economics	2002	2015
4	Senior Lecturer	Myanmar Accountancy Council	2015	2017
5	Senior Lecturer	Ever Up Human Resource Institute	2015	2017
6	Senior Lecturer	Maha Mya Kywun Tha Academic Centre	2015	2017
7	Senior Lecturer	International Language and Business Centre (ILBC)	2015	2017
8	Senior Lecturer	Myanmar International Business Academy	2015	2017

Personal Details

Name	: **U Thiha Zaw Lynn**
Address	: No. 718, Botaza Street, 10th Miles, Insein Township, Yangon.
Phone No.	: 01-2305373
Email Address	: academic@mibaedu.com
Gender	: Male
Date of Birth	: September 13, 1974
Marital Status	: Married
Nationality	: Myanmar
Religion	: Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1	MBA	Institute of Economics, Yangon University		2000
2.	B.Sc (Physics)	University of Distance Education		1997
3.	MOT Second class part: A	Department of Marine Administration, Yangon		1997
4.	International Diploma in Computer Studies	UK		1996
5.	Certificate in Intellectual Property Law	ULIS, India		Oct 2009
6	DBA Candidate	University of Northampton, UK	2015	Present

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Executive Director	National Prosperity Company	April 2015	Present
2	Executive Director	National Prosperity Gold Production Group Limited	April 2015	August 2018
3	Managing Director	National Prosperity Gold Production Group Limited	2011	March 2015
4	Project Director	National Prosperity Company, Head of Operation – Fertilizer Production and Distribution Division	2008	2011
5	Dy. Managing Director	Asia Prosperity Export & Import Company	2006	2008
6	Representative	Trinity Shipping Agencies/ Ocean & Orion Company	2004	2015
7	Business Development Director, Research Director	Business Information Group/ MUDON Company Limited)	2001	2005
8	Junior Engineer	East wind Ship Management	2000	2001
9	Inventory Control Manager, Duty Free Operation Manager	SUTL, Singapore	1997	1998
10	Assistant to Retail Director	Myanmar Yangon Duty Free Shop, SUTL, Singapore	1993	1994

Personal Details

Name : Win Thu Aung

Gender : Male

Phone No. : 01-2305373

Email Address : academic@mibaedu.com

Date of Birth : June 11 1974

Marital Status :

Nationality : Myanmar

Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1	Core Business Certificate	Harvard Business School, Harvard University, USA	May 2015	Sep 2015
2	Advanced Project Management Certificate (Stanford Certified Project Manager)	Stanford University, USA	Jan 2014	Feb 2015
3	M.P.A	University of Illinois, Springfield, USA	Sep 2007	Dec 2009
4	B.A (Political Science)	University of Nevada, Las Vegas, USA	Aug 2003	Aug 2006
5	Associate Degree (Information	College of Southern Nevada, USA		

	Technology		Jan 1999	May 2002

TEACHING EXPERIENCE

Lead Finance Instructor - Myanmar Institute of Finance 2016- Present

Certified Manager Courses

Charter Institute of Securities & Investment Finance Courses

Public Finance

Human Resource Management

Business Planning and Operation Management

Instructor – RHC Technologies Inc, Yangon , Myanmar 2015- 2016

Project Management and Design Thinking Courses 2015

Investing and Stock Trading Course 2016

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date

Professional Experience

Please list work history in reverse chronological order, with your curre[illegible] job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Lead Finance Instructor	Myanmar Institute of Finance, Yangon, Myanmar	June 2016	Present
2	Instructor	RHC Technological Institute, Yangon, Myanmar	Oct 2015	June 2016
3	Business Development Director	Nielsen Media Research Inc, New York, USA	May 2007	July 2015
4	Operation Manager	Hudson Retail Group Inc., New York, USA	Jun 2005	May 2007
5	General Manager	Panda Restaurant Group Inc., Los Angeles, USA	Jan 2003	May 2005
6	Technical Support Supervisor	United Parcel Services, Las Vegas, USA	July 1999	Dec 2002

By authority of the Board of Trustees of the

UNIVERSITY OF ILLINOIS

and upon recommendation of the Senate

at Springfield

Win Thu Aung

has been admitted to the Degree of

Master of Public Administration

and is entitled to all rights and honors thereto appertaining
Witness the Seal of the University and the Signatures of its Officers
this nineteenth day of December, two thousand and nine.

UNIVERSITY OF ILLINOIS — CHARTERED 1867

Chair of the Board of Trustees

S. Joseph White
President of the University

Michele M. Thompson

Richard D. Ringeisen

Stanford Center for Professional Development

hereby certifies that

Win Thu Aung

has successfully completed all requirements and
has earned the distinction and credential of

Stanford Certified Project Manager

September 2015

Paul Marca
Executive Director
Stanford Center for Professional Development
Stanford University

Raymond E. Levitt
Academic Director
Professor of Civil & Environmental Engineering
Stanford University

Tim Wasserman
Program Director
Chief Learning Officer
IPS Learning

COMMUNITY COLLEGE OF SOUTHERN NEVADA

Has Conferred Upon

WIN THU AUNG

the degree of

ASSOCIATE OF APPLIED SCIENCE

ELECTRONIC ENGINEERING TECHNOLOGY

LAN TECHNOLOGY

With All The Rights And Privileges Thereunto Appertaining
In Witness Thereof This Diploma Duly Signed Has Been
Issued And The Seal Of The College Affixed.

Approved By The Board Of Regents Upon Recommendation Of The
Faculty On This 14th Day Of May, 2002.

CHANCELLOR OF THE UNIVERSITY AND COMMUNITY COLLEGE SYSTEM OF NEVADA

CHAIRMAN, BOARD OF REGENTS

COMMUNITY COLLEGE OF SOUTHERN NEVADA

PRESIDENT OF THE COLLEGE

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1.	Freelance Maths Teacher	Star Education	2001	2011
2.	Quantitative Method (MBA) Online Student	Freelance	2013	2017
3.	QM (ABE) Project Management (ABE,OTHM,IQN)	YEA,MIBA,IIP	2016	2017

HBX

HARVARD | BUSINESS | SCHOOL

Win Aung

HAS SUCCESSFULLY COMPLETED
THE CORE CURRICULUM AND HAS EARNED

THE CREDENTIAL OF READINESS

BUSINESS ANALYTICS | ECONOMICS FOR MANAGERS | FINANCIAL ACCOUNTING

Pass

BHARAT N. ANAND
Henry R. Byers Professor of Business Administration;
Faculty Chair, HBX

JANICE H. HAMMOND
Jesse Philips Professor of Manufacturing

V. G. NARAYANAN
Thomas D. Casserly, Jr. Professor of Business Administration;
Unit Head, Accounting and Management

University of Nevada, Las Vegas

Has Conferred Upon

Win Thu Aung

the degree of

Bachelor of Arts

Political Science

with all rights and privileges thereunto appertaining.
In witness thereof this diploma duly signed has been
issued and the seal of the University affixed.
Approved by the Board of Regents upon the recommendation of the Faculty.
Given this eleventh day of August, two thousand and six.

Chancellor of the Nevada System of Higher Education

Chairman of the Board of Regents

UNIVERSITY OF NEVADA LAS VEGAS

President of the University

မော်လမြိုင်တက္ကသိုလ်

သိပ္ပံ (ဂုဏ်ထူး) ဘွဲ့

ဦးကျော်တင့်ထွန်း ၏ သား/~~သမီး~~ မောင်ယဉ်ဝင်းလှိုင် သည်

အဏ္ဏဝါသိပ္ပံ ဂုဏ်ထူးတန်းစာမေးပွဲကို ဒုတိယ တန်း

ပထမ အဆင့်ဖြင့် အောင်မြင်၍ သိပ္ပံ (ဂုဏ်ထူး) ဘွဲ့ကို အပ်နှင်းချီးမြှင့်လိုက်သည်။

ဘွဲ့ရသူမှတ်ပုံတင်အမှတ် ၃၈၁၉

မော်ကွန်းထိန်း
မော်လမြိုင်တက္ကသိုလ်



ပါမောက္ခချုပ်
မော်လမြိုင်တက္ကသိုလ်

ရန်ကုန်စီးပွားရေးတက္ကသိုလ်

ပြည်သူ့ရေးရာစီမံခန့်ခွဲမှုပညာမဟာဘွဲ့

ဦးကျော်တင့်ထွန်း ၏ သား / သမီး

မောင် / မ ယဉ်ဝင်းလှိုင် အား

ပြည်သူ့ရေးရာစီမံခန့်ခွဲမှုပညာမဟာဘွဲ့ ကို အပ်နှင်းချီးမြှင့်လိုက်သည်။

နိုင်ငံသားစိစစ်ရေးကတ်ပြားအမှတ် ၁၂/ကမတ(နိုင်)၀၄၈၈၄၂

ဘွဲ့ရသူမှတ်ပုံတင်အမှတ် ဘဝပီအေ - ၇၃၄



မော်ကွန်းထိန်း
ရန်ကုန်စီးပွားရေးတက္ကသိုလ်

ပါမောက္ခချုပ်
ရန်ကုန်စီးပွားရေးတက္ကသိုလ်

ရက်စွဲ ၂၀၁၂ ခု မတ် လ ၃ ရက်။

YANGON INSTITUTE OF ECONOMICS

The Degree of Master of Public Administration

MPA

is awarded to Yin Win Hlaing

son/ daughter of U Kyaw Tint Tun

National Registration No. 12/ Ka Ma Ta (Naing) 048429

Graduate Registration No. 734

Registrar

Yangon Institute of Economics

Rector

Yangon Institute of Economics

Date 3 . 3 . 2012

American Certification Institute

Maung Maung Win

is hereby Certified as a

Certified Human Resource Management Professional
(CHRMP)

As a business management professional, this includes the responsibility to maintain the highest ethical practice to favorably reflect upon the profession.

Given at Lewes, Delaware, the United States.

Certification ID.	CHRMP2161009390
Issue Date	October 10, 2016
Expiration Date	October 9, 2021

President, Certification Committee

Certificate of Completion

Project Management Essentials Certified

The Board of Trustees of the Management and Strategy Institute has conferred upon

Maung Maung Win

The status of 'Certified' with all of the rights and privileges thereunto appertaining to this professional development certification.

Officially Certified On:

09/23/2017

Certified

11032815

Certificate of Completion

Lean Six Sigma White Belt Certified

The Board of Trustees of the Management and Strategy Institute has conferred upon

Maung Maung Win

The status of 'Certified' with all of the rights and privileges thereunto appertaining to this professional development certification.

Officially Certified On:

10/13/2017

Personal Details

Name : Dr. Khin May Than

Address :

Phone No. : 01-2305373

Email Address : academic@mibaedu.com

Gender : Female

Marital Status :

Nationality : Myanmar

Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1.	Ph.D (Economics)	Yangon University of Economics, Myanmar		2007
2.	M.Econ (Statistics)	Yangon University of Economics, Myanmar		1986
3.	B.Econ (Statistics)	Yangon University of Economics, Myanmar		1978

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date
1	Study Mission on Productivity Promotion for Selected Countries in Asia (Japan)			2001
2	Malaysia-Myanmar Technology Conference (Myanmar)			2002
3	Workshop on Statistics of ICT in Education (Seoul, South Korea)			2012
4	Workshop on HandBook on Human Resources Development Indicators, Myanmar			2011-2014
5	Korea Myanmar Research Association(KOMYRA) 3rd Conference: Seoul, Republic of Korea			2014
6	Workshop on Annual Labor Force Survey, Myanmar			2016
7	Korea Myanmar Research Association (KOMYRA) 9th Conference: Seoul, Republic of Korea			2017

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1	Visiting Lecturer		2017	now
2	Professor/ Head	Department of Statistics, Yangon University of Economics	2007	2016
3	Professor/ Head	Department of Statistics, Monywa Institute of Economics	2005	2007
4	Associate Professor	Department of Statistics, Monywa Institute of Economics	2003	2005
5	Lecturer	Department of Statistics, Yangon University of Economics	1995	2003
6	Assistant Lecturer	Department of Statistics, Yangon University of Economics	1990	1995
7	Tutor	Department of Statistics, Yangon University of Economics	1980	1990

Personal Details



Name : Lay Lay Win *(Lae Lae Win)*
Address : No. 39, Nilar Street, 1st Ward Kamayut , Kamayut Township, Yangon, Myanmar
Phone No. : 01-2305373
Email Address : academic@mibaedu.com
Gender : Female
Date of Birth : 02 August 1967
Marital Status : Divorced
Nationality : Myanmar
Religion : Buddhist

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1	MBF(Thesis), Master of Banking and Finance, Title of thesis is A Study on the Performance Management of the NNGOs in Myanmar	Yangon Institute of Economics, Myanmar (2015-2016)	2015 January	February 2018
2	Affiliate, Association of Chartered Certified Accountant,	ACCA, UK	June 2008	December 2014
3	M.Com(Thesis)	Institute of Economics, Yangon, Myanmar	1995	Not finished the Thesis
4	B.Com	Institute of Economics, Yangon, Myanmar (1991)	1984-85	1991-1992
5	Group Diploma in Management Accounting	London Chamber of Commerce &Industry – LCCI	Jan 2009	June 2009
6	Group Diploma in Accounting,	London Chamber of Commerce &Industry – LCCI	Jan 2009	June 2009

Training and Seminars

No	Training / Seminar Title	Held By	Duration	End Date
1.	Training for software upgrade from Diethelm Travel with ACE Software company-continuous monitoring, Laos, Vietnam	Diethelm Travel Limited	2 years project	2004-2005
2.	Business Analysis, Performance Management, Financial Management, Corporate Government and Ethic	Myanmar Brewery Limited	One Month	December 2013
3	Program Writing Skills "training	Thabyay Education Foundation	2 Day 21-22	22OCT 13
4.	Basic Financial Management and EXCEL	OSF partner organisation	17 January 2016	18 January 2016
5.	Financial Management , Grant Management and Plan for Sustainability for NGOs	Thabyay Education Foundation's Partner organization – YGN	July 4 2016	**July 5 2016**
6.	Financial Management , Grant Management and Plan for Sustainability for NGOs	Thabyay Education Foundation's Partner organization - MDY	July 16 2016	July 17 2016

Professional Experience

Please list work history in reverse chronological order, with your current or most recent job listed at the top.

No	Position	Organization Name	Start Date	End Date
1.	Finance and Operations Director	Thabyay Education Foundation-Kant Kaw Education Centre, Yangon, Myanmar	August 2013 11	August 201
2.	Finance Manager	DIETHELM TRAVEL CO., LTD INSIGHT MYANMAR TOURISM CO.,LTD. (MERGER WITH DIETHELM TRAVEL) 405, CORNER OF MERCHANT ROAD AND 45TH STREET, YANGON, MYANMAR	21 August 1995	30 June 201
3.	Chief Accountant	Dagon Construction Co., Ltd.	01 August 1993	31 July 199
4.	Chief Accountant	Wah Wah Win Construction Co., Ltd.	01 September 1991	**30 June 199**
5.	Auditor at Win & Aung Associates Co., Ltd. April 2013 to till now	Leplanteur Restaurant, University Avenue Road, Yangon, Myanmar	April 2013	**Till now**
6.	Lecturing service at various subjects	Lecturing at Excellent Choice(ACCA training center) Jan 2010 to June 2011 oF7 – Financial Reporting, P2 – Corporate Reporting Lecturing at Finance & Business Training Centre - o F5 – Performance Management, F6 – Taxation, o F7 – Financial Reporting, F8 – Audit and Assurance o F9 – Financial Management, P1 – Governance, Risk and Ethics o P2 – Corporate Reporting, P3 – Business Analysis	January 2010 January 2013	June 2011 December 2014



ပြည်ထောင်စု ဆိုရှယ်လစ် မြန်မာနိုင်ငံတော်

ပညာရေးဌာန

မြန်မာနိုင်ငံစာစစ်အဖွဲ့

အခြေခံပညာ အထက်တန်းစာမေးပွဲ အောင်လက်မှတ်

လက်မှတ်အမှတ် ၃၃၁၁၂ တခတ-၁၂၀၀၃ / ၁၉၈၄

ဦးစိုးဝင်း - ဒေါ်စမ်းစန်း တို့၏ အခါး / သမီး တထောင်ကိုးရာ ခြောက်ဆယ့်ခုနှစ် ခုနှစ်၊ ဧပြီ လ တစ်ဆယ့်ခုနှစ်ရက် (၁၇ - ၄ - ၆၇) နေ့တွင် မွေးဖွား မလဲ့လဲ့ဝင်း သည် ၁၉၈၄ ခုနှစ်၊ မတ် လတွင် ကျင်းပသော အခြေခံပညာ အထက်တန်း စာမေးပွဲကို အောက်ပါ ဘာသာရပ်များဖြင့် ဖြေဆို အောင်သည်။

၁။ မြန်မာစာ။ ၄။ ဓာတုဗေဒ - ရူပဗေဒ။
၂။ အင်္ဂလိပ်စာ။ ၅။ ပထဝီဝင် - ဘောဂဗေဒ။
၃။ သင်္ချာ။ ၆။ နိုင်ငံသမိုင်း။

ဂုဏ်ထူးရဘာသာ
၁။ သင်္ချာ
၂။
၃။
၄။
၅။
၆။

ရန်ကုန်မြို့

နေ့စွဲ 25 MAR 1987

ဥက္ကဋ္ဌ (ကိုယ်စား)
မြန်မာနိုင်ငံစာစစ်အဖွဲ့။

ပြည်ထောင်စုမြန်မာနိုင်ငံတော်အစိုးရ
ပညာရေးဝန်ကြီးဌာန
အဆင့်မြင့်ပညာဦးစီးဌာန

စီးပွားရေးတက္ကသိုလ်၊ ရန်ကုန်

Institute of Economics, Yangon.

ပါမောက္ခချုပ်	၃၀၃၃၆
ဒု-ပါမောက္ခချုပ်	၃၀၃၄၆
ဌာနမှူး (ဝိပ)	၃၂၄၃၃
မော်ကွန်းထိန်းအဆင့် (၁)	၃၂၆၃၉
ဌာနခွဲမှူး (ဘဏ္ဍာ)	၃၀၂၅၀

တက္ကသိုလ်စာတိုက်
ရန်ကုန်မြို့။

စာအမှတ် ၄၈၁/စပတ/ကသ(ဂ)၁၉၅

ရက်စွဲ ၁၇.၈.၉၅

[illegible]
= = = = = = = = = = = = =

[illegible] ဖိုးထိုး [illegible] / [illegible] လှလှဝင်း
ကဒဗ(နိုင်)- ၀၁၃၁၄၂ [illegible] ([illegible] -၂ [illegible]
[illegible] ပထမနှစ် [illegible]

[illegible] လှလှဝင်း [illegible] ၁၉၉၅-၉၆
[illegible] မဟာဝိဇ္ဇာ (ကျူမ်း ၉၂)
[illegible] ([illegible] - ၉ [illegible] / [illegible]
[illegible]

(ကြည်ဝင်း)
မော်ကွန်းထိန်းအဆင့် (၁)
စီးပွားရေးတက္ကသိုလ်
ရန်ကုန်။



စီးပွားရေးတက္ကသိုလ်၊ရန်ကုန်

ဝါဏိဇ္ဇဘွဲ့

(ဘီ - ကွမ်း)

မလှဲ့လှဲ့ဝင်း (အဘအမည် ဦးစိုးဝင်း) အား

ဝါဏိဇ္ဇဘွဲ့ကို အပ်နှင်းချီးမြှင့်လိုက်သည်။

အဓိကဘာသာရပ် ဝါဏိဇ္ဇဗေဒ

ဘွဲ့ရသူ မှတ်ပုံတင်အမှတ် ၁၉၃၂၈



မော်ကွန်းထိန်း
စီးပွားရေးတက္ကသိုလ်၊ ရန်ကုန်။

ပါမောက္ခချုပ်
စီးပွားရေးတက္ကသိုလ်၊ ရန်ကုန်။

၁၉၉၂ ခု၊ ဒီဇင်ဘာ လ၊ ၃၂ ရက်

ACCA

Fundamental Level

This is to certify that

Daw Lay Lay Win

has completed the Fundamental Level
of the ACCA examinations:

F1 - Accountant in Business - Exemption
F2 - Management Accounting - Exemption
F3 - Financial Accounting - Exemption
F4 - Corporate and Business Law - Exemption
F5 - Performance Management - Pass
F6 - Taxation - Pass
F7 - Financial Reporting - Pass
F8 - Audit and Assurance - Pass
F9 - Financial Management - Pass

February 2010

Mary Bishop
director - learning

Association of Chartered Certified Accountants

ACCA REGISTRATION NUMBER
[illegible]

CERTIFICATE NUMBER
33507124465

ACCA

Professional Level

This is to certify that

Daw Lay Lay Win

has completed the Professional Level of the ACCA examinations:

P1 - Governance, Risk and Ethics - Pass
P2 - Corporate Reporting - Pass
P3 - Business Analysis - Pass
P4 - Advanced Financial Management - Pass
P7 - Advanced Audit and Assurance - Pass

January 2015

Mary Bishop
director - learning

Association of Chartered Certified Accountants

ACCA REGISTRATION NUMBER
[illegible]

CERTIFICATE NUMBER
34507124467

Diploma

This is to certify that

DAW LAY LAY WIN

has been awarded

Level 3 Group Diploma in Accounting

[illegible]

Level 3 Business Statistics	Pass with Credit
Level 3 Accounting (IAS)	Pass with Distinction
Level 3 Advanced Business Calculations	Pass with Distinction

*****

Nigel Snook
Chief Executive

LCCI

Diploma

This is to certify that

DAW LAY LAY WIN

has been awarded

Level 3 Group Diploma in Management Accounting

having been examined by EDI in the following

Level 3 Advanced Business Calculations	Pass with Distinction
Level 3 Cost Accounting	Pass with Distinction
Level 3 Management Accounting	Pass with Distinction

*****

Nigel Snook
Chief Executive

LCCI

AC

Examination History Details

Name : Daw Lay Lay Win
Registration Number : 1590028
Date : 15 May 2017

Relevant Dates

Registration 31 January 2015

ACCA Qualification: December 2007

Paper		Result	Mark	Exam Session
F1	Accountant in Business	Exemption		June 2008
F2	Management Accounting	Exemption		June 2008
F3	Financial Accounting	Exemption		June 2008
F4	Corporate and Business Law	Exemption		June 2008
F5	Performance Management	Pass	53	December 2008
F6UK	Taxation (United Kingdom)	Pass	58	June 2008
F7INT	Financial Reporting (International)	Pass	67	June 2008
F8INT	Audit and Assurance (International)	Pass	58	December 2009
F9	Financial Management	Pass	54	June 2008
P1	Governance, Risk and Ethics	Pass	50	June 2011
P2INT	Corporate Reporting (International)	Pass	60	June 2009
P3	Business Analysis	Pass	58	December 2010
P4	Advanced Financial Management	Pass	54	December 2014
P7INT	Advanced Audit and Assurance	Pass	53	June 2012

The Association of Chartered Certified Accountants
110 Queen Street, Glasgow, G1 3BX UK
Tel: +44 (0)141 582 2000 Fax: +44 (0)141 582 2222
www.accaglobal.com

GRADING CERTIFICATE

Name of applicant..................................Lay Lay Win...

Name and address of the institution at which courses listed below were taken ....

INSTITUTE OF ECONOMICS .... YANGON .... MYANMAR ....

(Name of Institution) (Town or City) (Country)

Date of entrance ....December..........1985................ Date of leaving................ March............1995..........................

(Month) (year) (Month) (year)

Certificate, diplomas or degrees received from the Institution named above, (give month and year received).

Passed the ....MCom(Q)......................Degree Examination held in .... March............1995........................

Period in which subject was taken	No. of months taken	Hours Per Week: Lectures. recitations	Hours Per Week: Laboratory field work or drawing	Grade
MCom(Q) Course (1 Academic Year)				
Management Accounting	8	3		A-
Principles of Management	8	3		A+
Accounting System & Electronic Data Process	8	3		A+
Government Accounting /Auditing	8	3		A
Advanced Commerce	8	3		B-
Advanced Accountancy	8	3		B-

OFFICIAL SEAL OF THE UNIVERSITY

YANGON INSTITUTE OF ECONOMICS MYANMAR

Professor & Head
Department of Commerce
Institute of Economics
Yangon

KMuu 6/3/08
Registrar
Institute of Economics
Yangon

Date ....

....
(Signature of applicant)

A+ = 75% B+ = 60% C+ = 45% Note: Only exceptionally brilliant students get 'A' grades.
A = 70% B = 55% C = 42% Therefore 'B' grade students are well above the average. 'C" grade
A- = 65% B- = 50% C- = 40% students are average, but satisfactory.

GRADING CERTIFICATE

Name of applicant.....................................Lay Lay Win..

Name and address of the institution at which courses listed below were taken ....

INSTITUTE OF ECONOMICS .... YANGON .... MYANMAR ....

(Name of Institution) (Town or City) (Country)

Date of entrance ....**December**..........**1985**............. Date of leaving................ **March**............**1995**..........................

(Month) (year) (Month) (year)

Certificate, diplomas or degrees received from the Institution named above, (give month and year received).

Passed the ....**MCom**............................Degree Examination held in .... **March**............**1995**.......................

Period in which subject was taken	No. of months taken	Hours Per Week: Lectures. recitations	Hours Per Week: Laboratory field work or drawing	Grade
MCom Course (1 Academic Year)				
Management	8	3		B
Managerial Control	8	3		B
Marketing	8	3		B-
Production	8	3		B-
Foreign Trade Management	8	3		B-
Sales Management	8	3		B+

OFFICIAL SEAL OF
THE UNIVERSITY

YANGON INSTITUTE OF ECONOMICS
MYANMAR

Professor & Head
Department of Commerce
Institute of Economics
Yangon

6/3/08
Registrar
Institute of Economics
Yangon

Date ....

....
(Signature of applicant)

A+ = 75% B+= 60% C+ = 45% Note: Only exceptionally brilliant students get 'A' grades.
A = 70% B = 55% C = 42% Therefore 'B' grade students are well above the average. 'C" grade
A- = 65% B- = 50% C- = 40% students are average, but satisfactory.

INSTITUTE OF ECONOMICS , YANGON
GRADING CERTIFICATE

Certificate No. ____________

Book No. ____________

Yangon , Dated ____________

This is to certify that Ma Lay Lay Win

Roll No. MCom (New System) 7 obtained the following grades at the

Year Commerce Examination held in March , 1995

SUBJECTS	GRADES Obtained	Remarks
Management	55	out of 100
Managerial Control	56	"
Marketing	50	"
Production	51	"
Foreign Trade Management	54	"
Sales Management	53	"

YANGON INSTITUTE OF ECONOMICS MYANMAR

Average grade) ....

Result ; Passed / ~~Failed~~.

R.No. ......67......)

Dated 6. 3. 2008

Book No. ...09684...)

Registrar

Institute of Economics

Yangon

Excellent Choice

This recognition is presented to

Daw Lay Lay Win

in

appreciation of the valued participation

to the success of

Excellent Choice Professional

in the academic year of 2010.

ACCA

Registrar

Principle

Course Coordinator

DIETHELM
TRAVEL

DIETHELM TRAVEL MYANMA
412 MERCHANT STREE
CORNER OF 45TH STREET
BOTATHAUNG TOWNSH
YANGON, MYANM
TEL [illegible]
FAX +95 1 86 10 4
E-MAIL [illegible]
www.diethelmtravel.c

To:	Mrs Lay Lay Win
From:	Lilli Saxer, MD
Subject:	Reference
Date:	24 June 2013

This is to confirm that Mrs. Lay Lay Win has been employed by Diethelm Travel Ltd Myanmar from 21 August 1995 in the position of Chief Accountant/ Finance Manager until 30 June 2013.

Among the scope of duties Mrs. Lay Lay Win was in charge and responsible of:

- Day to day management and planning of the finance & Administration Department
- Ensure compliance with Diethelm Keller Group financial policies and set up and maintain appropriate accounting procedures and systems and internal controls
- Ensure transparent and efficient utilization of financial resources
- Management support to accounting staff, periodic performance reviews & setting goals for accounting staff
- Preparing financial reports such as sales reports, profit and loss reports, balance sheet and cash flow reports on a monthly, quarterly and yearly basis in accordance with the Diethelm Keller Group reporting timetable
- Supplier negotiation support for the procurement of office services and equipment
- Finance control support to all departments
- Cash management and safeguard controls there over

LILLI SAXER
MANAGING DIRECTOR
DIETHELM TRAVEL LTD

DIETHELM TRAVEL LIMITED
MYANMAR

DIETHELM TRAVEL MYANMA

- Prepare all government related reports (MHT/ commercial and corporate income tax)
- Liaise with the Revenue Department concerning prompt submission and agreement of tax liabilities, including liaison with external tax consultants
- Ensure proper maintenance of customer accounts and timely clearance of A/R and A/P
- Liaise with external and corporate auditors and implement appropriate remediation plans for identified control weaknesses
- Oversee the day to day banking arrangements and related compliance issues
- Ensure integrity and consistency of data in the core accounting system
- Prepare risk analyses and contingency plan and make necessary recommendations to local and group level managements, having due regard to the costs and benefits involved
- Prepare periodic reconciliations and reporting for all government related accounts, A/P, A/R, Deposits, refunds, tickets stock, and guide advance, cash balance, and branch office accounts
- Prepare variance reports
- Manage license renewals and all other returns required for Diethelm Travel Ltd to operate legally under the laws of Myanmar

Mrs Lay Lay Win was able to independently deal with her tasks and accomplish timely accurate reporting. We appreciated her as an efficient and courteous business partner.

We valued her personality and her willingness to adapt to constantly changing situations, Lay Lay was a responsible staff member and never thieved away from a heavy work load or long working hours.

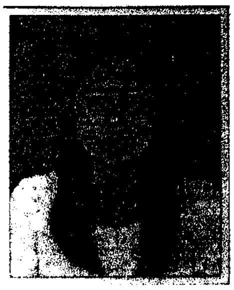
Lay Lay Win has decided to leave us on her own will to pursue a new career. We can recommend her to any future employer and wish her all the best.

Lilli Saxer

DIETHELM TRAVEL LIMITED MYANMAR

LILLI SAXER
MANAGING DIRECTOR
DIETHELM TRAVEL LTD

Personal Details



Name	: **Daw Ei Ei Sint**
Address	. 91/92 Kar Ya Thu Kha (4)street, Pawk Taw, Insein
Phone No.	: 01-2305373
Email Address	: academic@mibaedu.com
Gender	: Female
Date of Birth	: 3.5.1987
Marital Status	: Married
Nationality	: Myanmar
Religion	: Buddha

Educational Qualifications

(Recently fill up the updated education record first)

No	Degree	Name of University	Start date	Year of Graduation
1.	Bachelor of Technology	Pyay Technological University	2004	2007
2.	Bachelor of Engineering	Pyay Technological University	2007	2008
3.	Master of Engineering	Pyay Technological University	2009	2011

f. Student Enrolment Documents

   i. All students are required to fill up the necessary forms in relation to application and submit all relevant academic certificates, transcripts and proof of English upon application.

g. **Issuance Certificate and Transcripts**

   i. Party A will issue Certificates and Transcripts to Students who meet the graduation requirement for the Programs. The issuance date will be set by Party A according to Academic rules and regulations.

2. Training Programs

   a. Programs: These training Programs do not carry academic credits and are not eligible for exemption application for the Academic Programs with Party A :

      i. English Language Level 1
      ii. English Language Level 2
      iii. Learning Skills
      iv. Critical Thinking Skills
      v. Foundation Mathematics
      vi. Culture Studies

   b. Tuition, and Administrative Fees

      i. Party B will determine the tuition and administrative fee to be charged in the Territory for all Training Programs.
      ii. Party A will charge Party B a fixed cost of SGD10 per program per student. Party B will pay Party A within 60 days after each Program Commencement Date

   c. Issuance Certificate of Participation or Certificate of Attendance

      i. Party A will issue Certificate of Participation or Certificate of Attendance to participants who take up the training Programs.

 Party A's Initial: ______; Party B's Initial: ______

PRIFYSGOL
glyndŵr
UNIVERSITY

MEMORANDUM OF AGREEMENT

THIS AGREEMENT is made on June 2018

BETWEEN

Glyndŵr University, (Charity Registration Number 1142048) located at Plas Coch, Mold Road, Wrexham LL11 2AW (hereafter "**Glyndŵr**")

and

Princeton Management College, located at 1st Floor (9), MICT Park, Hlaing Region, Hlaing Township University, Yangon Region (the '**Institution**').

who are entering into an Agreement for the collaborative delivery by the Institution of specified programmes validated by Glyndŵr University, under the terms of this Agreement.

RECITALS

a) Glyndŵr has pursuant to its Instruments and Articles of Governance power to enter into this Agreement and to perform the duties and obligations set out in this Agreement.

b) The Institution under the system of laws to which it is subject is authorised and entitled to provide education and has the power to enter into this Agreement and to perform the duties and obligations set out in this Agreement.

c) Glyndŵr and the Institution agree to enter into this Agreement to enable the University to award the Qualifications (as defined below) to candidates enrolled on a Programme (as defined below) within the Institution.

d) This Agreement complies with guidance provided by HEFCW in relation to the Higher Education (Wales) Act 2015. Glyndŵr, as the awarding body, shall retain ultimate responsibility for the oversight and maintenance of academic standards of Glyndŵr programmes delivered by the Institution, set out in this Agreement.

1. **DEFINITIONS AND INTERPRETATION**

1.1 **In this Agreement including its supporting Recitals and Schedules unless the context otherwise requires:-**

"Academic Link" means the members of Glyndŵr academic staff appointed to ensure that appropriate academic standards are maintained;

"Academic Regulations" means all academic regulations, policies, procedures and guidelines of Glyndŵr that are applicable to the Programme;

"Academic Year" means an academic year or part of the academic year being a period spanning 12 calendar months and which normally commences in September of the first Calendar year and ends in September of the consecutive calendar year;

"Additional Services" means the additional services set out in Schedule 2 or such other additional services as Glyndŵr may (in its sole discretion) provide to the Institution under this Agreement;

"Agreement" means this Agreement together with its Recitals and Schedules;

"Agreement Data" means personal data held by either party in relation to this agreement;

"Assessment Board" means the panel convened by Glyndŵr to agree marks awarded to Students by the Examiners and to determine the awarding of qualifications to Students enrolled on the Programme the composition of which shall be determined by Glyndŵr from time to time;

"Approved Materials" means Module materials and such other materials as may be approved by Glyndŵr in relation to this agreement;

"Business Day" means a day other than a Saturday, Sunday or public holiday in England and Wales and Malaysia and when banks in London and Kuala Lumpur are open for business;

"Change of Control" means in relation to a party: (i) a direct or indirect change in the ownership or control of the voting share capital of the party resulting in a change in the ownership or control of a controlling interest in the party (a controlling interest being the ownership or control of more than fifty per cent (50%) of the voting share capital of the party); (ii) a change in the person or persons having the ability to direct the casting of more than fifty per cent (50%) of the votes exercisable at general meetings of the party on all or substantially all matters; (iii) a change in the ownership or control of a right to appoint or remove directors of the party holding a majority of the voting rights at meetings of the board on all or substantially all matters; and/or any other event giving rise to a change in the control or a potential change in control of the party;

"Commencement Date" means the ***[date of this Agreement]***;

"Confidential Information" means all information (including all oral and visual information, and all information recorded in writing or electronically, or in any other medium or by any other method) disclosed to, or obtained by, one party from the other party or a third party acting on that other party's behalf and which is marked as confidential or which is otherwise of a confidential or commercially sensitive nature (as would be determined by a reasonable person) or which otherwise comprises "personal data" or "sensitive personal data" (as both are defined in the Data Protection Act) and including (a) any information relating to a party's trade secrets, contracts, Students, staff, business affairs, operations, processes and strategies; (b) tuition fees and other financial arrangements, individual Student admissions, pass marks, pass rates and decisions of examiners; (c) , the existence, terms and subject matter of this Agreement; and (d) the negotiations relating to this Agreement (including all related documents);

"Consumer Protection Legislation" means the Consumer Rights Act 2015, the Consumer Protection from Unfair Trading Regulations 2008, the Consumer Contracts Information Cancellation and Additional Charges Regulations 2013 and all applicable laws and regulations to consumer protection including the guidance for Higher Education providers issued by the Competition and Markets Authority

"Definitive Programme Documents" means (a) the documents that set out the specification of the Programme and the specification of any modules on the Programme; and (b) the

document setting out Institution's proposals for delivery of the Programme which has been approved by Glyndŵr;

"Entry Requirements" means the entry requirements agreed by the Parties for the Module as detailed in Schedule 1;

"Exit Period" means any notice period or the period of 6 months prior to expiration of this Agreement;

"External Examiners" means persons qualified to examine the Programme and/or to assure Glyndŵr that assessments have been conducted in accordance with the Academic Regulations, who are not members of the teaching staff of Glyndŵr or of the Institution and who by separate contract agree with Glyndŵr to act as examiners of the Programme;

"Examiners" means persons qualified to examine the Programme who are members of the teaching staff of Glyndŵr or who are members of the teaching staff of the Institution that have been approved by Glyndŵr;

"Fees" means the fees set out in Schedule 2;

"Insolvency Event" for a party, any of the following events: (a) it is or admits that it is unable to pay its debts as defined in section 123 Insolvency Act 1986; (b) it takes any step with a view to renegotiating or compromising in satisfaction of its debts (including by way of a scheme of arrangement or creditors voluntary arrangement), except for the purposes of a bona fide solvent reconstruction or amalgamation; (c) any step is taken (whether a notice, petition, resolution, order or otherwise) in relation to its winding up except for the purposes of a bona fide solvent reconstruction or amalgamation where the corporation resulting therefrom agrees to the bound by or assume the obligations imposed on them under this Agreement, and (where capable of being set aside) is not set aside within 7 days; (d) any person becomes entitled to appoint an administrator, administrative receiver or receiver, enforce any security interest it has or take any other valid steps to enforce a debt, in each case in relation to that party or any of its assets; (e) any step is taken (including by way of an application, petition or notice of intention) to appoint a liquidator, administrator, receiver or administrative receiver, or any such officer is appointed, in each case over that party or any of its assets, (f) any other valid step is taken to enforce any security interest or otherwise enforce any debt in relation to that party or any of its assets; (g) it ceases or suspends or threatens to cease or suspend all or any material part of its business (other than due to an event of force majeure) or payment of any of its debts (other than due to a bona fide dispute); (h) any step is taken in any jurisdiction that is the same or similar in effect to any of those set out above; or (i) the other party reasonably believes that any of the events on (a) to (h) above is about to occur;

"Intellectual Property" means any and all intellectual property rights including patents, trademarks, design rights, copyright, rights in databases, domain names, topography rights, know-how, look and feel, rights in confidential information and all similar rights (whether or not registered or capable of registration and whether subsisting in the United Kingdom or any other part of the world) together with the right to apply for registration of and/or register such rights any and all goodwill relating or attached thereto and all extensions and renewals thereof in each cases subsisting from time to time;

"Joint Intellectual Property" means two or more parties having shared ownership and control to the same intellectual property rights including, patents, trademarks, design rights, copyright, rights in databases, domain names, topography rights, know-how, look and feel, rights in confidential information and all similar rights (whether or not registered or capable of registration and whether subsisting in the United Kingdom or any other part of the world) together with the right to apply for registration of and/or register such rights any and all goodwill relating or attached thereto and all extensions and renewals thereof in each cases subsisting from time to time;

"Parties" means the Parties to this Agreement and Party shall be construed accordingly;

"Per Capita Fee" means the fee payable per Student by the Institution to Glyndŵr as set out in Schedule 2;

"Premises" means the premises from which the Institution is authorised to teach the Programmes and which are set out in Schedule 1 to this Agreement;

"**Programme**" means the course of academic study details of which are set out in Schedule 1 as the same may be amended from time to time by Glyndŵr;

"**Programme Applicant**" means a person who wishes to be enrolled onto the Programme;

"**Programme Co-ordinator**" means the member of the teaching staff at the Institution with overall responsibility for the delivery of the Programme at the Institution;

"**Programme Leader**" means the member of Glyndŵr staff who is responsible for maintaining an overview of the delivery and administration of the Programme at all sites where it is delivered;

"**Programme Material**" means any teaching, learning and/or assessment materials which are proposed by Glyndŵr for use in the delivery of the Programme;

"**Programme Start Date**" means in respect of a Programme, the delivery start date for that Programme in each academic year as set out in Schedule 1 and/or as agreed by the parties from time to time;

"**Qualifications**" shall be as defined in Schedule 1 as the same may be amended by Glyndŵr;

"**Registration Information**" means the information and returns required by Glyndŵr in respect of each student as a condition of enrolment of that student on the Programme;

"**Replacement Provider**" means any person who provides or who Glyndŵr intends will provide services equivalent or similar to any of the services provided by the Institution under this Agreement in place of the Institution;

"**Student**" means a student enrolled on the Programme;

"**Student Handbook**" means the handbook produced by the Institution and approved by Glyndŵr to be made available to each Student concerning information around the Programme;

"**Term**" means the period during which this Agreement shall remain in force pursuant to Clause 5;

"**Trade Marks**" means the names "Glyndŵr" and "Glyndŵr University" and the trademarks set out in Schedule 4 and any registered and/or applications to register in respect of the same and any other trademarks registered or unregistered belongs to Glyndŵr in relation to the Programme from time to time;

"**Tuition Fee**" means the fee payable by a Student to the Institution for studying on a Programme as set out in Schedule 2;

"**Year**" means the 12 month period commencing on the Commencement Date and each subsequent 12 month period or such shorter period (if any) commencing on the Commencement Date or a subsequent anniversary of the Commencement Date and ending on the date of termination of this Agreement.

1.2 References to a statute or statutory provision shall be construed as a reference to the same from time to time amended, consolidated, modified, extended, re-enacted or replaced. Any reference to a statutory provision shall include any subordinate legislation made from time to time under that provision.

1.3 Words in the singular shall include the plural and vice versa and a reference to a gender shall include a reference to all genders.

1.4 A reference to a person shall include a reference to a firm, a body corporate and unincorporated association or to a person's executors or administrators.

1.5 A reference to a clause, Schedule or appendix shall be a reference to a clause, schedule or appendix (as the case may be) of or to this Agreement.

1.6 References to writing shall include any modes of reproducing words in a legible and non-transitory form.

1.7 The headings are for convenience only and shall not affect the interpretation of any provision of this Agreement.

1.8 The expressions "**including**", "**include**", "**in particular**", "**for example**" and any similar expression shall not limit the preceding words.

1.9 A reference to any agreement or document means that agreement or document as amended or varied by agreement between the parties from time to time.

2. THE PROGRAMMES

2.1 Schedule 1 sets out the details of the Programmes agreed between Glyndŵr and the Institution at the date of this Agreement. The parties agree that Schedule 1 may be amended by mutual written agreement at any time, either to alter any Programme or to add further Programmes. Any further Programmes shall be carried out subject to the terms and conditions of this Agreement.

3. WARRANTIES

3.1 The Institution warrants, represents and undertakes (and Glyndŵr enters into this Agreement relying on these) that it is and shall remain at all times under the systems of laws to which it is subject:

(a) authorised and entitled to provide education;

(b) in possession of all necessary powers, licences, permits and consents required to enter into this Agreement and to perform the duties and obligations set out in this Agreement;

(c) compliant with such laws as they relate (directly or indirectly) to the terms of this Agreement and the services being provided under this Agreement.

3.2 The Institution warrants and undertakes that it has provided any and all information requested by Glyndŵr and that all which it information which it provides or has provided is and will be complete, true and accurate.

3.3 Without limiting the scope of clause 3.1, the Institution shall at all times ensure that:

(a) any premises and/or equipment used by the External Examiners, Academic Link or any other employee, representative, officer, agent or contractor of Glyndŵr shall be safe for use, in a state of good repair and fit for its purpose;

(b) it complies with those laws to which it is subject as they relate to the prevention of discrimination whether on the grounds of gender, marital status, religion, race, ethnic origin, nationality, colour, disability, age, sexual orientation, appearance or medical condition; and

(c) it will perform its obligations under this Agreement with reasonable skill and care and in accordance with good industry practice and the terms of this Agreement.

4. TERM

4.1 This Agreement shall come into force on the Commencement Date and, subject to earlier termination in accordance with its terms, shall remain in force for 5 years. The programme(s) are subject to Glyndŵr's policy and procedures with regards to the re-validation and re-approval of delivery of Programmes under this agreement.

4.2 The Institution shall promote and organise each Programme to commence on the relevant Programme Start Date in each year of the Term.

4.3 If this Agreement is not renewed, the final Programme Start Date shall be agreed by both parties.

4.4 If following any review under Clause 5 the collaboration is not operating to the satisfaction of either Party, or the academic standards of Programmes are not in the reasonable opinion of one Party being maintained by the other Party that Party may terminate this Agreement or any individual Programme immediately without penalty (subject always to Clause 33).

5. MANAGEMENT, ADMINISTRATION AND QUALITY ASSURANCE OF THE PROGRAMME

5.1 Where Glyndŵr requires the Institution to provide any documentation (including data, reports, statements or records) to Glyndŵr or a third party, the Institution shall provide such documentation in the manner and format and to such deadlines as may be reasonably specified by Glyndŵr.

5.2 The Institution shall deliver and assess the Programme in accordance with such specifications, Definitive Programme Documents and Academic Regulations and using only the Programme Materials and such other materials as may be approved by Glyndŵr in writing from time to time (the **"Approved Materials"**). Glyndŵr shall give the Institution as much notice as is reasonably practicable of any changes to such specifications, Definitive Programme Documents, Academic Regulations, the Programme Materials and the Approved Materials. Each of the parties shall adhere to the guidelines and precepts issued in Section 2 of the Quality Assurance Agency's (QAA) Quality Code for Higher Education or the equivalent that may be issued by the QAA from time to time.

5.3 The Institution shall be responsible for the day to day delivery of the Programme(s).

5.4 Without prejudice to clauses 5.3 and 20.2, Glyndŵr shall retain responsibility for the oversight and maintenance of academic standards. Glyndŵr shall put in place quality assurance procedures in accordance with the Quality Assurance Agency Quality Code for Higher Education and the Institution shall operate in full accordance with these procedures, including annual monitoring of Programmes. The Institution shall provide such documentation and assistance and carry out such tasks as may be reasonably required by Glyndŵr as part of the monitoring and review process. The Institution shall provide an annual monitoring report to Glyndŵr for each Year that this Agreement is in force that shall set out details that are notified to the Institution by Glyndŵr from time to time.

5.5 The Institution shall promptly implement any condition and/or recommendation required by Glyndŵr as part of its quality assurance process.

5.6 All staff used in the delivery of the Programme will be subject to agreement and approval by Glyndŵr, including checks on CVs and certificates, prior to the commencement of their duties. In the event of staff changes, the Institution shall provide Glyndŵr with the CVs and certificates of those staff proposed to teach on the Programme, for approval prior to their taking up their Programme duties.

5.7 The Institution shall ensure that appropriate resources are in place to ensure the delivery of the Programmes and that Students have appropriate access to library and learning facilities whilst at the Institution. The Institution shall ensure that Students are informed of their entitlements to facilities available at Glyndŵr.

5.8 The Institution shall collect all enrolment data as required by Glyndŵr from time to time and shall provide all enrolment data for each Student to Glyndŵr within 7 days following the Programme Start Date. The Institution shall ensure that all enrolment data it provides to Glyndŵr is true and accurate. Glyndŵr and the Institution shall each keep full and accurate records of Student registration and status, including full completion of Glyndŵr's on-line enrolment and re-enrolment forms. The Institution shall provide information regarding any changes to Student details, including enrolment date, personal details, module registration, suspension of studies or withdrawal, including dates of withdrawal and reasons for non-completion to Glyndŵr no later than (7 business days) following the amendment or withdrawal.

5.9 The Institution shall ensure that any individuals forming part of the Assessment Board shall attend meetings of the Assessment Board as requested by Glyndŵr. Assessment Board proceedings shall be conducted in accordance with the Academic Regulations and with any arrangements outlined in the Definitive Programme Document. The

Institution will provide all information requested by Glyndŵr for these Assessment Boards.

5.10 The Institution shall appoint a local Programme Coordinator for each Programme delivered by the Institution subject to approval by Glyndŵr. The Programme Coordinator will be responsible for the general academic leadership of the Programme at the Institution and shall work closely and cooperate with the Academic Link for the relevant programme at Glyndŵr; ensuring that there is effective and appropriate communication, liaison and agreement between the parties in relation to the management and operation of the Programme; and for ensuring that proper arrangements are made for the pastoral care of Students.

5.11 Any modifications to the Programmes will be subject to the prior written approval of Glyndŵr through normal Glyndŵr quality assurance procedures, which include formal approval by the appropriate committee of Academic Board.

5.12 The Institution shall make available to each Student a Student Handbook in accordance with guidelines for content outlined by Glyndŵr from time to time. The Student Handbook will be subject to prior written approval by Glyndŵr.

5.13 If in Glyndŵr's reasonable opinion, the Institution is materially failing to perform or observe one or more of its obligations under this Agreement and has not remedied such failure within 20 Business Days of receiving written notice from Glyndŵr to do so, Glyndŵr or a nominee of Glyndŵr's may intervene and perform at the Institution's reasonable cost and expense the Institution's rights and obligations under this Agreement.

5.14 If Glyndŵr exercises its right under Clause 5.13, the Institution shall ensure transfer of any relevant records or information to Glyndŵr to allow Glyndŵr to fulfil the Institution's rights and obligations under this Agreement.

5.15 If this Clause shall apply, the parties shall use all commercially reasonable efforts to minimise any disruption to Students and to maintain the goodwill and reputation of Glyndŵr.

6. FEES

6.1 The Institution shall pay the Per capita student fee per Student and any other agreed fee to Glyndŵr as set out in Schedule 2.

6.2 Tuition fees for the programme shall be set by the Institution, although it is expected that Glyndwr University shall be informed of this fee level. The parties cooperate to agree a payment rate to be made by the Institution to Glyndwr University for the programme for each year of delivery. Specific payment rates are detailed in the attached schedule. Fees are subject to annual review and agreement.

6.3 It is not expected that the Institution will charge any additional or 'top up' fee in addition to the Tuition Fee. Should the Institution wish to apply additional fee or other charges they should submit details of such fees to Glyndŵr for written approval.

6.4 All sums payable to Glyndŵr are payable in GBP by bank transfer to the bank account advised by Glyndŵr from time to time

7. PROGRAMME LANGUAGE

7.1 The Institution shall deliver the Programme(s), including any and all assessments, in English.

7.2 Any failure to comply with the provisions of this Clause 7 will for the purpose of Clause 5.2 be considered to affect adversely and to a material extent the reputation and integrity of the qualifications of the University.

8. ADMISSIONS

8.1 The institution shall offer places on the Programmes in accordance with Glyndŵr's admissions policies, procedures and regulations and in line with the criteria outlined in the relevant Programme documents. The formal decision on the acceptance of individual applicants who do not meet the criteria as outlined in the relevant Programme documents will lie with Glyndŵr. The Institution shall only make offers to and accept fees for the students who have been accepted by Glyndŵr.

8.2 Copies of the relevant regulations, policies and procedures together with a copy of the Student Terms and Conditions will be provided to the Student upon the offer of a place on the Programme.

9. PLACEMENTS

9.1 Placements shall be included in the delivered by the Institution only where the Programme validated by Glyndŵr includes placements and the Institution has been specifically approved in writing by Glyndŵr (acting in its sole discretion) for delivery of placements.

9.2 Where the Institution has been approved to offer placements on a Programme, the Institution shall be responsible for ensuring that appropriate insurance and indemnity arrangements are put in place between the Students and the host organisation (including public liability and professional indemnity where appropriate and ensuring appropriate cover is in place for student placements) to the reasonable satisfaction of Glyndŵr. The Institution will also ensure that DBS checks are carried out, where this is appropriate.

10. EXAMINATION, ASSESSMENT AND AWARD OF QUALIFICATION

10.1 The Students shall be assessed and examined in accordance with the requirements contained in the Definitive Programme Documents and the Academic Regulations.

10.2 Glyndŵr and the Institution shall each ensure that all examinations and assessments are conducted to the satisfaction of Glyndŵr and in accordance with procedures and regulations stipulated in the Definitive Programme Document and within the terms of Glyndŵr's Assessment Regulations for the relevant Qualification. Glyndŵr and the Institution shall each ensure that marking and assessment procedures are in full accordance with Glyndŵr's Assessment Regulations. This includes procedures for the marking, moderation and sampling of assessment work in full accordance with the terms of Glyndŵr's assessment policy, including integral involvement of Glyndŵr programme staff in procedures for moderation and sampling of assessments. Where the Institution fails to comply with the marking and assessment procedures, Glyndŵr reserves the right to perform the relevant obligations itself and the Institution shall reimburse Glyndŵr its costs of doing so. Glyndŵr will also ensure that full details of assessment results and outcomes are recorded in the Glyndŵr's student record system. The Institution shall provide such data, assessment results and outcomes as may be required by Glyndŵr by the deadlines set by Glyndŵr. Each party will ensure that students have freely given consent for their personal data to be shared between both parties. Confirmation of students consent shall be included within the AACP on-line booking form and in Glyndwr's enrolment procedure.

10.3 Students will be notified in writing by Glyndŵr of the results of the Assessment Boards. The Institution will also be notified within two weeks of the completion of all Assessment Boards and will be asked to provide details of support available during the summer to students who are required to re-submit/re-sit modules.

10.4 External examiners shall be appointed by Glyndŵr. Glyndŵr shall manage the overall administration of the External Examiner process.

11. STUDENT ACADEMIC APPEALS

11.1 Students on the Programmes who wish to appeal the decision of an Awards Assessment Board must do so under the Glyndŵr Academic Appeals procedure. The Institution shall provide all necessary support for the operation of the procedure.

12. STUDENT COMPLAINTS

12.1 The Institution shall have in place an appropriate Student complaints policy (the "**Institution's Complaints Policy**").

12.2 The Institution shall keep Glyndŵr informed and deal with any complaint by a Student about the Programmes, standard of teaching, facilities provided or other relevant matters, at the Institution in accordance with the Institution's Complaints Policy. Students have the right to refer a complaint for consideration under the Glyndŵr University Complaints Procedure if they remain dissatisfied once the Institution has completed its complaints procedure.

12.3 Where Students are granted remission of fees as a result of a complaint considered by the Institution being upheld or partially upheld, the Institution shall be responsible for reimbursing the Student in full and the Institution shall not be entitled to a refund from Glyndŵr for any proportion of such Student's fees. Where the complaint is progressed to Glyndŵr, the relative liability of Glyndŵr and the Institution for reimbursement of fees shall be determined by the Glyndŵr Student Complaints Appeals Panel, in relation to the failings found by this panel.

12.4 Where a student wishes to complain about any specific service or facility provided by, or a student or member of staff from one of the parties, the relevant complaint procedure of that party will apply.

13. STUDENT DISCIPLINE

13.1 The Institution shall have in place an appropriate Student Disciplinary Procedure (the "**Institution's Student Disciplinary Procedure**").

13.2 The Institution shall deal with any non-academic disciplinary issue relating to a Student on the Programmes.

14. UNIVERSITY ACADEMIC REGULATIONS

14.1 Students shall be enrolled as students of Glyndŵr and will be subject to the Academic Regulations, other than in respect of the arrangements for consideration of complaints and non-academic disciplinary issues detailed above.

14.2 Where any procedures under the Academic Regulations are invoked (including those in relation to academic misconduct and extenuating circumstances), unless Glyndŵr agrees otherwise:

(a) Glyndŵr shall be responsible for implementing and managing the procedure;

(b) Glyndŵr shall not deal directly with the Student and the Institution shall act as an intermediary in referring any issues or matters to Glyndŵr (where applicable); and

(c) the Institution shall provide such information and assistance as is reasonably required by Glyndŵr to support such procedures.

14.3 For all issues outside the Academic Regulations, Students shall be subject to the procedures of the Institution.

15. GRADUATION AND CERTIFICATES

15.1 Successful graduates from Programmes attend a celebration event held at the Institution, degrees will be conferred on the students in absentia by Glyndŵr University. The Institution shall not hold graduation ceremonies for the conferment of Glyndŵr University degrees or qualifications without the express written permission of the Academic Registrar of Glyndŵr University. The Institution shall be responsible for the cost and organisation of celebration events.

15.2 The production of degree certificates and transcripts will be the responsibility of Glyndŵr. The Institution shall not produce or issue degree certificates or transcripts unless authorised to do so in writing by Glyndŵr. The Institution may be asked to pass these to students if this is deemed necessary by Glyndŵr. Where the Institution is asked to pass certificates and transcripts to students, the Institution shall store, maintain and despatch them in a prompt, secure and responsible manner. The certificate issued shall follow the standard format of those awarded to students studying at Glyndŵr and shall adhere to the requirements as stipulated within the QAA UK Quality Code for Higher Education, Part B: Assuring and enhancing academic quality, Chapter B10: Managing higher education provision with others.

16. USE OF FACILITIES

16.1 Students enrolled on the Programme shall be entitled to access Glyndŵr's e-learning resources, where licences permit, on the same basis as any other Glyndŵr student subject to them agreeing to comply with the relevant restrictions from time to time. Glyndŵr shall be entitled to withdraw access to its facilities in accordance with the Academic Regulations.

16.2 The Institution will make use of a Virtual Learning Environment (VLE) to support delivery of the Programmes. This will include Programme material as approved by Glyndŵr. The Institution's VLE will be used also to provide access for the Students to Glyndŵr Academic Regulations, policies and procedures. The Institution undertakes to provide access to its VLE to appropriate members of Glyndŵr academic and administrative staff to enable them to post information and approve information regarding the Programmes on the Institution's VLE.

16.3 Access to Turnitin for use by the Students shall be provided through Moodle, Glyndwr's VLE as and where appropriate, as a developmental tool as well as by its staff in part as a detection tool, in accordance with the Glyndŵr Use of Turnitin Policy. The Institution shall be liable for any additional costs associated with the implementation or access to Moodle though its own VLE.

16.4 Students enrolled on the Programmes shall not be entitled to access Glyndŵr Student Services or the Glyndŵr Careers Service. The Institution shall provide Student Support Services and a Careers Service to the students, to the satisfaction of Glyndŵr.

16.5 Students enrolled on the Programmes shall not be entitled to access any other Glyndŵr services unless specified in this Agreement.

17. REVIEW

17.1 From time to time, reviews of aspects of the Agreement may be undertaken by either party as a result of internal processes or statutory or professional body obligations. Both parties agree to co-operate in the conduct and operation of these reviews and to inform one another in good time of any forthcoming reviews.

17.2 Glyndŵr will review the Agreement annually, including a review of Student numbers, income, fees, quality and risk and provide feedback to the Institution. The parties shall agree annually and decide what changes (if any) should be made to this Agreement.

18. PREMISES

18.1 The Institution shall provide, pay for and equip Premises to a standard appropriate for the delivery of the Programme that is a standard that is at least equivalent to that of Glyndŵr and complies with all relevant health and safety requirements, including teaching rooms and rooms for academic and support staff, library and computing facilities, and ensure that these have been approved by Glyndŵr on site before delivery of the Programme commences. The Institution shall not deliver the Programmes at sites other than the Premises without the prior written consent of Glyndŵr and in accordance with the terms and conditions confirmed through partner and programme approval. The Institution shall deliver each Programme only at a site that has been approved by Glyndŵr for delivery of that Programme.

19. STAFF

19.1 Without prejudice to clause 3.3(b), Glyndŵr will ensure that its insurance will cover members of Glyndŵr staff working at or attending the Institution.

19.2 Each Party agrees that it will not approach staff employed by the other party with an offer of employment without first obtaining the written permission of the other party.

19.3 Staff teaching on the Programme(s) at the Institution shall normally be permitted access to the Glyndŵr library and online resource services, subject to the limitations and restrictions put in place by the licenses of such resources.

19.4 The Institution acknowledges that any staff employed by the Institution in connection with the delivery of the Programme shall at all times (unless agreed otherwise) belong to and remain employed by the Institution.

19.5 The Institution shall indemnify and keep indemnified Glyndŵr, its authorised sub-contractors and suppliers (and each of its officers and employees and agents) against reasonable losses, liabilities, damages, fines, costs and expenses (including legal and other professional expenses) whether arising in tort (including negligence), in contract or otherwise any employment related claims brought against Glyndŵr by any person whom the Institution uses to deliver the Programme.

20. STUDENTS

20.1 The Institution acknowledges and agrees that it has responsibility and accountability in the first instance to students for the delivery or non-delivery of the Programme, although ultimate and final responsibility remains with Glyndwr University. Should the Institution have cause to default on the delivery of the programme it agrees to work with Glyndwr University to guarantee the integrity and continuity of study for students enrolled on the programme and to ensure that students are able to continue their studies either at our UK home campus or at another institution appointed by Glyndŵr.

20.2 The Institution shall indemnify and keep indemnified Glyndŵr, its authorised sub-contractors and suppliers (and each of its officers and employees and agents) against all losses, liabilities, damages, fines, costs and expenses (including legal and other professional expenses) whether arising in tort (including negligence), in contract or otherwise that result from any claim brought by any Student (whether currently or previously enrolled on the Programme) against Glyndŵr with regards to the delivery or non-delivery of the Programme.

20.3 The Institution shall:

(a) ensure that where applicable, all Programme Applicants shall comply with the Glyndŵr Accreditation of Prior (Experiential) Learning procedure by the appropriate deadline;

(b) ensure that all Programme Applicants are made clearly aware prior to being accepted on to the Programme that the Institution has primary responsibility and accountability for the delivery of the Programme and that Glyndŵr acts as an accrediting body;

(c) ensure that every Programme Applicant goes through Glyndŵr's relevant enrolment process in full and completes an induction that covers such areas as Glyndŵr may specify from time to time;

(d) notify each Programme Applicant and each Student of all applicable policies, procedures, regulations and guidelines to which they are subject from time to time;

(e) make information supplied by Glyndŵr available to each Programme Applicant and each Student at the request of Glyndŵr; and

(f) maintain a record of each Student's emergency contact details.

21. MATERIALS, MARKETING, PUBLICITY AND TRADEMARKS

21.1 Glyndŵr University shall be responsible for ensuring that information provided to students meets the expectations of the Competition and Markets Authority (CMA) guidance.

21.2 The Institution shall only use such Programme Materials as have been provided and/or approved in writing by Glyndŵr.

21.3 All material produced for the marketing, recruitment and enrolment shall be subject to joint agreement between the two parties. Glyndŵr shall have the final decision in relation to any material relating to its programmes or which includes any of the Trade Marks, including any material that appears on the Institution's website. The Institution agrees to provide all marketing materials relating to the Programme for review to Glyndŵr.

21.4 The Institution agrees to provide copies of all published marketing material to the Partnerships Unit at Glyndŵr and to also ensure that such materials are available to the Academic Link during their visits or upon request.

21.5 The Institution shall immediately stop using any marketing or promotional material and to remove any content from its website on receipt of a request by Glyndŵr to do so.

21.6 Glyndŵr and the Institution shall make reference to the collaborative partnership set out in this Agreement on their respective websites and shall ensure that this information is publicly available as long as the partnership is active.

21.7 Glyndŵr grants to the Institution a non-exclusive licence to use the Trade Marks for the duration of this Agreement solely for the purposes of marketing the Programme. Any use of the Trade Marks by the Institution shall be subject to the prior approval of Glyndŵr.

21.8 The Institution grants to Glyndŵr a non-exclusive licence to use the Institution's name and/or logo for the duration of this Agreement on Glyndŵr's website and to create link to the Institution's own website. Any use by Glyndŵr of the Institution's name and/or logo on any marketing material shall be subject to the prior approval of the Institution.

21.9 The Institution acknowledges that any goodwill (and any other rights) in the Trade Marks which result from the use by the Institution of the Trade Marks shall vest in Glyndŵr. The Institution now assigns all its right, title and interest in the goodwill (and any other rights) in the Trade Marks to Glyndŵr by way of present and future assignment.

21.10 The Institution shall not:

(a) use any trade mark that is confusingly similar to the Trade Marks;

(b) use the Trade Marks or any word that is confusingly similar to the Trade Marks as (or as part of) its corporate, business or trading name or register or seek to register the Trade Marks or any confusingly similar word as such;

(c) use or register any domain name which contains the Trade Marks or any word that is confusingly similar to the Trade Marks;

(d) register or apply to register in respect of any goods or services in any other part of the world the Trade Marks or any confusingly similar trade mark, service mark or logo;

(e) use the Trade Marks in any form or combination that has not been approved by Glyndŵr in writing;

(f) use the Trade Marks in any way that lessens their value or reputation, or the goodwill in them, or that might reasonably be supposed to do so;

(g) use the Trade Marks in any way that lessens their distinctiveness or that may cause the Trade Marks to become generic or descriptive of products of the type to which they are applied (including non-capitalised use and use as a noun); or

(h) use the Trade Marks in a way that implies an endorsement of any person, event, product or service where no such endorsement in fact exists.

22. DATA PROTECTION AND FREEDOM OF INFORMATION

Data Protection

22.1 For the purposes of this clause the terms "Data Controller", "Data Processor", "Data Subject", "Personal Data", "Processing" (and "Process" shall be construed accordingly) and "Sensitive Personal Data" shall have the meaning assigned to then in the Data Protection Act 2018 ("DPA") and the General Data Protection Regulations ("GDPR").

22.2 Each Party shall, when Processing Personal Data as a Data Controller or as a Data Processor for the purpose(s) of performing its obligations under this Agreement, comply in all respects with the DPA and otherwise in accordance with this clause.

22.3 Where the Institution Processes Personal Data (which may include Sensitive Personal Data) as a Data Processor for or otherwise on behalf of Glyndŵr as Data Controller for the purpose of carrying out its obligations under this agreement ("Agreement Data") it shall:

(a) take appropriate technical and organisational measures against unauthorised or unlawful Processing of the Agreement Data and against actual loss or destruction of, or damage to, the Agreement Data, having regard to the state of technological development and the coast of implementing any measures, the measures must ensure a level of security appropriate to the harm that might result from unauthorised or unlawful processing or accidental loss, destruction or damage and the nature of the personal data..

(b) Process the Agreement Data only in accordance with this Agreement, Glyndŵr's instructions and not in any way that may cause Glyndŵr to be in breach of its obligations as Data Controller under the DPA, or as is required by law or any relevant regulatory body;

(c) Refrain from disclosing the Agreement Data to any third party or transferring the Agreement Sate outside the European Economic Area except with the prior consent and in accordance with the instructions of Glyndŵr.

(d) Notify Glyndŵr in the event that it receives a request or notice from a Data Subject exercising his rights under the DPA in relation to any Agreement Data and comply with Glyndŵr's instructions with respect to the request or notice and

(e) Not disclose the Agreement Data to a third Party to process on its behalf unless and until it has entered into a written agreement with such third party containing provisions equivalent to this clause.

22.4 The Institution may disclose an Agreement Data to those of its employees as it reasonably considers necessary for the performance of its obligations under this Agreement. The Institution shall take all reasonable steps to ensure the reliability of employees who have access to Agreement Data and ensure that such employees and contractors are aware of the Institution's obligations under this Agreement and the obligations of Glyndŵr under the DPA. The Institution shall ensure that such

employees are notified that any unauthorised Processing or disclosure of any Agreement Data may lead to disciplinary action under their contract of employment.

22.5 The Institution shall:

(a) Promptly notify Glyndŵr of any actual or suspected incident of accidental or unlawful destruction or accidental loss, alteration, unauthorised or accidental disclosure of or access to the Agreement Data or any other breach of the terms of this agreement made by any of its staff, any other identified or unidentified third party, or otherwise (a 'Security Breach');

(b) Promptly prove Glyndŵr with all material information in its possession reasonably required by Glyndŵr to comply with the informal or formal security breach management and reporting obligations recommended or required by the Information Commissioner's Office from time to time concerning any Security Breach; and

(c) Not make any announcement or publish or otherwise authorise any broadcast of any notice or information about a Security Breach (a 'Breach Notice') without the prior written consent of and prior written approval of Glyndŵr of the content, media and timing of the Breach Notice.

Freedom of Information

22.6 The Institution acknowledges that Glyndŵr is a public authority as defined by the Freedom of Information Act 2000 ("FOIA") and/or Environmental Information Regulations 2004 ("EIR", together the "FOI Legislation") as appropriate and therefore recognises that information relating to this Agreement ("Information") may be the subject of a valid request for Information under the FOI Legislation (an "Information Request").

22.7 During the Agreement, Glyndŵr undertakes to the Institution to give reasonable and proper consideration to the exemptions and exceptions to disclosure in the FOI legislation (as applicable) as appropriate and in particular those in relation to confidential information and/or commercial interests in each case whenever considering the disclosure of any Information in response to an Information Request.

22.8 Notwithstanding clause 22.7 above, the Institution acknowledges that Glyndŵr is legally obliged to reach an independent decision on disclosure in relation to any Information Request and that nothing in this clause 22 shall fetter the discretion of Glyndŵr in making its own independent determination in relation to disclosure of any Information in response to an Information Request.

23. INTELLECTUAL PROPERTY RIGHTS

23.1 The Institution acknowledges that all Intellectual Property in the Programme Materials and Definitive Programme Documents, in the case of franchised programmes, is and shall remain the exclusive property of Glyndŵr.

23.2 The Institution shall reproduce or translate the Definitive Programme Documents and any Programme Materials in whole only and the Institution shall use and/or reproduce the Definitive Programme Documents and any Programme Materials provided by Glyndŵr solely for the purposes of delivering the Programme pursuant to this Agreement.

23.3 The Institution shall not modify the Definitive Programme Documents or any Programme Materials without the prior written consent of Glyndŵr.

23.4 Any Intellectual Property in any Approved Materials created or developed by the Institution pursuant to this Agreement shall belong to the Institution (the "**Institution's Intellectual Property**").

23.5 If the parties jointly develop any Intellectual Property ("**Joint Intellectual Property**") under this Agreement, unless otherwise agreed, the Intellectual Property shall be jointly owned by the parties. Each party now grants to the other an irrevocable, perpetual, worldwide, royalty free, non-exclusive licence to use, reproduce, modify and exploit such Intellectual Property and to allow third parties to do so.

23.6 Where any Intellectual Property is generated solely by a Student the ownership and licensing of such Intellectual Property shall be subject to the Academic Regulations.

23.7 Each party shall promptly notify the other party in writing of any actual, suspected or threatened infringement of the:

(a) Joint Intellectual Property; or

(b) Institution's Intellectual Property,

which comes to its attention.

23.8 In respect of any infringement of any Joint Intellectual Property or Institution's Intellectual Property, Glyndŵr shall be entitled (but not obliged) to take at its own cost such actions as may be available to it and to retain for its own account any damages or other remedies that it thereby secures (and the Institution shall on Glyndŵr's request lend its name to such proceedings and provide reasonable assistance therewith).

24. RECORD KEEPING

24.1 Both parties shall keep and maintain Student records in accordance with the records retention schedule in place at Glyndŵr and in accordance with the requirements of applicable law.

25. HEALTH AND SAFETY AND INSURANCE

25.1 The Institution shall ensure that the Programmes are delivered in full accordance with the current Health and Safety legislation in force in both countries and shall assume full responsibility and liability for the health and safety of Students whilst on the Institution's premises. Glyndŵr shall assume full responsibility and liability for the health and safety of Students whilst on Glyndŵr premises. Each of the parties will ensure that appropriate insurance cover is available for Students attending their premises. Each party shall notify Students of all health and safety guidance with which they must comply.

26. EQUAL OPPORTUNITIES

26.1 The Institution shall comply with Glyndŵr policies on staff and student recruitment to Glyndŵr programmes unless these breach the law of the country in which the Institution operates.

26.2 On registration the Institution shall provide Students with information on the Glyndwr's Equal Opportunities Policy, along with procedures to be followed in the event of any apparent breach.

26.3 In signing this Agreement, the Chief Executive Officer of the Institution indicates agreement with Glyndŵr's policy of seeking to achieve equality of opportunity for all, as set out in Glyndŵr's Equal Opportunities Framework.

27. NON COMPETE AND DAMAGE TO REPUTATION

27.1 Both Glyndŵr and the Institution agrees that during the term of this Agreement and subject always to a maximum period of 5 years in so far as this Agreement is still in force, both parties shall not enter into an arrangement with another organisation, within the Country of Myanmar, to offer programmes the same or similar in content to the Programme as listed in Schedule 1 without informing either party of this intent. Consent to enter into an agreement with an alternative partner or organisation shall not to be unreasonably withheld.

27.2 The Institution shall not do anything that could bring Glyndŵr into disrepute or damage the reputation of Glyndŵr.

28. INDEMNITIES

28.1 The Institution shall indemnify and keep indemnified Glyndŵr, its authorised sub-contractors and suppliers (and each of its officers and employees and agents) against all losses, liabilities, damages, fines, costs and expenses (including legal and other professional expenses) whether arising in tort (including negligence), in contract or otherwise that result from the Institution's negligence and/or breach of this Agreement. The Institution shall be under no obligation to indemnify any person to the extent that the injury, loss or damage was caused or contributed by the negligence or omission of Glyndŵr.

29. CONFIDENTIALITY

29.1 Each party shall, throughout the term of this Agreement and thereafter:

(a) subject to clause 29.1(d) keep confidential all of the other party's Confidential Information;

(b) only use the other party's Confidential Information for the purpose of complying with, or taking professional advice regarding, this Agreement;

(c) protect the other party's Confidential Information in its possession from unauthorised use or disclosure using at least the same standard of care as it employs in protecting its own Confidential Information; and

(d) only disclose the other party's Confidential Information:

(i) to its officers, employees and professional advisers (including insurance advisers) on a confidential basis;

(ii) to its sub-contractors and suppliers subject to contractual obligations of confidentiality to any other person where the other party has given its prior written consent to such disclosure;

(iii) where required to be made by applicable law (including the lawful order of any court, governmental or regulatory authority of competent jurisdiction having the force of law) or to facilitate compliance with any law or rule, directive or requirement of any judicial, governmental or local authority (and any departmental, minister or agency of any government) or any other authority, agency, commission, self-regulatory body or similar entity having powers or jurisdiction under any law or regulation, provided that in each case (but subject to applicable law) the disclosure shall only be made after consultation with the other party and after taking into account the other party's reasonable requirements as to the timing, content and manner of communication of such information; or

(iv) where it can show that:

(1) such information is already lawfully in the public domain;

(2) such information was lawfully in its possession without restriction on its disclosure or use, prior to the time at which it received the same from the other party;

(3) such information has subsequently been lawfully disclosed to it without restriction on its disclosure or use by a third party who was itself acting lawfully at the time of such disclosure; or

(4) it has independently and lawfully developed the same information itself.

29.2 Each party acknowledges that, if it is in breach of its obligations under this clause 29, the other party shall be entitled to equitable relief in addition to any other right available under applicable law

30. LIMITATION OF LIABILITY

30.1 Nothing in this Agreement shall operate to exclude or limit a party's liability for:

(a) wrongful termination, deliberate personal repudiatory breach or wilful refusal to perform its obligations under this Agreement;

(b) fraud or fraudulent misrepresentation;

(c) death or personal injury arising as a result of its negligence;

(d) any other act or omission liability for which cannot by be excluded or limited under applicable law; or

(e) any indemnity expressly set out in this Agreement.

30.2 Subject to clause 30.1, no party to this Agreement shall be liable for indirect losses.

30.3 Subject to clause 30.1 each party's total aggregate liability under this Agreement whether arising in contract, tort (including negligence), breach of statutory duty or otherwise howsoever:

(a) in respect of the first Year shall not exceed £30,000; and

(b) in respect of any subsequent Year shall be limited to the total fees paid to Glyndŵr by the Institution pursuant to this Agreement in the immediately preceding Year.

31. DISPUTE RESOLUTION

31.1 Nothing in this clause 31 precludes legal proceedings by either party in the courts at any time:

(a) for an order (whether interim or final) to restrain the other party from doing any act or compelling the other to do any act; or

(b) the purpose of which is to prevent a claim from becoming time-barred under any statute of limitations;

(c) for non-payment of any Fees due to Glyndŵr under this Agreement.

31.2 Subject to other provisions in this Agreement, all disputes or questions arising out of the operation of this Agreement, the rights and liabilities of the parties or the construction or interpretation of this Agreement shall, in the first instance, be resolved in discussion between the Vice-Chancellor of Glyndŵr and the Chief Executive Officer of the Institution.

31.3 In the event that the Vice-Chancellor of Glyndŵr and the Chief Executive Officer of the Institution cannot resolve the dispute within 30 days of it being referred to them, then before any proceedings are commenced in a court of competent jurisdiction, the parties will attempt to settle it by mediation. To initiate the mediation, a party must serve notice in writing to the other party requesting mediation. The appointment of the mediator will be agreed between both parties. The mediation will start no later than 30 days after the date of notice. Unless otherwise agreed by the parties, the place of mediation shall be nominated by the mediator.

32. TERMINATION

32.1 The Institution shall be entitled to terminate this Agreement in whole with immediate effect by giving written notice to Glyndŵr if:

(a) Glyndŵr suffers an Insolvency Event; or

(b) Glyndŵr commits any material breach of any of the provisions of this Agreement and in the case of a breach capable of remedy fails to remedy the breach within 30 days

after receipt of a written notice giving full particulars of the breach and requiring it to be remedied.

32.2 Glyndŵr shall be entitled to terminate this Agreement in whole or in part in relation to a Programme or Programmes with immediate effect by giving written notice to the Institution if:

(a) the Institution suffers an Insolvency Event;

(b) the Institution commits any material breach of any of the provisions of this Agreement and in the case of a breach capable of remedy fails to remedy the breach within 30 days after receipt of a written notice giving full particulars of the breach and requiring it to be remedied.

(c) the Institution fails to make payment of any fees due under this Agreement by the specified payment date;

(d) the Institution fails to have a satisfactory inspection, audit or review from QAA or any other relevant organisation or fails to retain its Home Office Tier 4 sponsor licence or HTS status;

(e) there is a Change of Control of the Institution; or

(f) upon review, the delivery of a Programme does not meet the appropriate standards of quality required by Glyndŵr and the Institution fails to implement any condition or recommendation of Glyndŵr to rectify the same to the reasonable satisfaction of Glyndŵr within 30 days of being notified to do so.

32.3 The institution shall give Glyndŵr 3 months' written notification of any proposed sale of the Institution or any part of it relating to the delivery of the Programmes or any proposed Change of Control.

32.4 In the advent of negative news stories or allegations about the Institution that might be detrimental to Glyndŵr's reputation, Glyndŵr may decide to investigate the basis for the stories. Should in Glyndŵr's reasonable opinion the story or allegation be shown to be founded, Glyndŵr may terminate this Agreement upon written notice to the Institution with immediate effect.

32.5 The termination of part of this Agreement shall not affect the remainder of this Agreement.

32.6 Subject to clause 33.2, the termination of this Agreement for any reason, as noted under Section 32 of this agreement, shall result in automatic termination of the Programme or Programmes upon the date of such termination.

32.7 If following any review under clause 17 the collaboration is not operating to the satisfaction of either party, or the academic standards of any Programme or any course relating to such a Programme are not in the reasonable opinion of one party being maintained by the other party, that party may terminate this Agreement or any individual Programme immediately without penalty (always subject to 33.2) upon notice of the other party.

33. EFFECTS OF TERMINATION

33.1 Upon the termination or expiration of this Agreement for any reason the Institution shall:

(a) save to the extent necessary for the Institution to comply with clause 33.2, save as immediately cease to operate the collaborative partnership and shall cease to hold itself out as a collaborative partner of Glyndŵr and shall refrain from any action that might indicate any relationship between itself and Glyndŵr;

(b) cease all recruitment and advertising of the Programmes and shall not run any new Glyndŵr programmes or take in additional student intakes on the Programmes;

(c) save to the extent necessary for the Institution to comply with clause 33.2, return or destroy (at Glyndŵr's request) all Confidential Information of Glyndŵr or in the Institution's possession or control;

(d) save to the extent necessary for the Institution to comply with clause 33.2, immediately cease to use any logo, device, procedures or materials which may be associated with the Programme;

(e) save to the extent necessary for the Institution to comply with clause 33.2, return or destroy (at Glyndŵr's request) all advertising materials, records, data and Programme material concerning the programme or collaborative partnership;

(f) promptly pay all monies due to Glyndŵr; and

(g) at its own cost, provide such assistance, advice and/or information as is reasonably required to effect a smooth transition of the services provided by the Institution to Glyndŵr or a Replacement Provider (as applicable).

33.2 Upon termination of this Agreement for any reason, Glyndŵr shall be entitled in its sole discretion to make any or all arrangements that it sees fit to ensure that Students who have enrolled on the Programme prior to such termination complete the Programme and attendant assessments. The Institution shall cooperate fully with Glyndŵr in identifying appropriate arrangements, implementing such arrangements and facilitating communication with Students during the Exit Period and following termination. Where requested by Glyndŵr, the Institution shall continue to run the Programme or Programmes for as long as Glyndŵr requires up to the end of the relevant Programme and this Agreement shall remain in force in respect of such Programmes being delivered (save that for the avoidance of doubt, clause 27.2 shall cease to apply, clause 33.1(b) shall apply and clause 33.1 shall apply at the end of such Programme). The termination date of this Agreement will be extended accordingly

33.3 Where this Agreement is terminated by Glyndŵr pursuant to clause 33.1, the Institution shall indemnify Glyndŵr for all and any losses, damages, costs and expenses of any nature whatsoever incurred in connection with the making of such arrangements as set out under clause 33.2 above.

33.4 The termination or expiration of this Agreement shall not affect any rights or liabilities that have accrued prior to such termination.

33.5 On termination or expiry of this Agreement for any reason, the following clauses shall continue in force indefinitely: 19.5, 20.2, 21.9, 22, 23, 24, 28 to 31 (inclusive), 33 to 35 (inclusive) 37 and 39 to 48 (inclusive).

34. AUDIT

34.1 The Institution shall allow Glyndŵr, its nominees and/or any applicable regulatory body to inspect and take copies of any records that the Institution is required to maintain under this Agreement at any time on not less than seven (7) Business Days' written notice (or immediately in the case of an emergency). This right of inspection shall remain in effect for a period of 12 months after the expiration or termination of this Agreement for any reason.

34.2 The Institution shall permit (or shall procure that the operator of such premises shall permit) Glyndŵr, its nominees and/or any applicable regulatory body to enter any premises used by the Institution in connection with the delivery of the Programme to inspect the same and to check the Institution's compliance with this Agreement. Such access shall be granted on not less than five (5) Business Days' written notice (or immediately in the case of emergency). This right of inspection shall remain in effect for a period of twelve (12) months after the expiration or termination of this Agreement for any reason.

35. BRIBERY AND CORRUPTION

35.1 The Institution shall:

(a) comply with all applicable laws, regulations, codes and sanctions relating to anti-bribery and anti-corruption including but not limited to the Bribery Act 2010;

(b) not engage in any activity, practice or conduct which would constitute an offence under sections 1, 2 or 6 of the Bribery Act 2010 if such activity, practice or conduct had been carried out in the UK;

(c) comply with Glyndŵr's ethics, anti-bribery and anti-corruption policies, in each case as Glyndŵr may update them from time to time;

(d) have and shall maintain in place throughout the term of this Agreement its own policies and procedures, including but not limited to adequate procedures under the Bribery Act 2010, to ensure compliance with the foregoing provisions of this clause 35.1 and will enforce them where appropriate;

(e) promptly report to Glyndŵr any request or demand for any undue financial or other advantage of any kind received by the Institution in connection with the performance of this Agreement;

(f) immediately notify Glyndŵr if a foreign public official (as defined in the Bribery Act 2010) becomes an officer or employee of the Institution or acquires a direct or indirect interest in the Institution (and the Institution warrants that it has no foreign public officials as officers, employees or direct or indirect owners at the date of this Agreement); and

(g) at Glyndŵr's request, confirm in writing that it has complied with this clause 35.1 and provide such supporting evidence of compliance as Glyndŵr may reasonably request.

35.2 Breach of this clause 35 shall be deemed a material breach of this Agreement.

35.3 The Institution shall indemnify and keep indemnified Glyndŵr against all claims, costs, losses, liabilities and expenses suffered or incurred by Glyndŵr or for which Glyndŵr may be liable as a result of any breach by the Institution of this clause 35.

36. ADDITIONAL SERVICES

36.1 The Institution shall make reasonable arrangements for its staff to engage in relevant training and development provided by Glyndŵr.

36.2 The Institution may, from time to time, request that Glyndŵr provides Additional Services. The parties shall work together in good faith to agree the provision and fees in respect of the Additional Services requested. Nothing in this Agreement shall oblige the Institution to request, or Glyndŵr to provide such Additional Services.

37. LAW AND JURISDICTION

37.1 This Agreement shall be subject to and governed by the law of England and Wales.

37.2 Subject to clause 31.1 each party irrevocably submits to the non-exclusive jurisdiction of the English courts in relation to all matters arising out of or in connection with this Agreement.

38. FORCE MAJEURE

38.1 In this Agreement "**force majeure**" shall mean any cause preventing either party from performing any or all of its obligations which arises from or is attributable to acts events omissions or accidents beyond the reasonable control of the party so prevented including without limitation act of God, war, riot, civil commotion, malicious damage, compliance with any law or governmental order rule regulation or direction, accident, breakdown of plant or machinery, fire, flood, storm or default of suppliers (but excluding labour disputes among the Institution's staff).

38.2 If either party is prevented or delayed in the performance of any of its obligations under this Agreement by force majeure that party shall forthwith serve notice in writing on the other party specifying the nature and extent of the circumstances giving rise to force majeure and shall subject to service of such notice, have no liability in respect of the

performance of such of its obligations as are prevented by the force majeure events during the continuation of such events.

38.3 If either party is prevented from performance of its obligations for a continuous period in excess of 60 days the other party may terminate this Agreement forthwith on service of written notice upon the party so prevented in which case neither party shall have any liability to the other except that rights and liabilities which accrued prior to such termination shall continue to subsist.

38.4 The party claiming to be prevented or delayed in the performance of any of its obligations under this Agreement by reason of force majeure shall use all reasonable endeavours to bring the force majeure event to a close or to find a solution by which the Agreement may be performed despite the continuance of the force majeure event.

39. THIRD PARTY RIGHTS

39.1 A person who is not a party to this Agreement shall not have any rights under or in connection with it whether under the Contract (Rights of Third Parties) Act 1999 or otherwise.

40. WAIVER

40.1 No failure or delay by a party to exercise any right or remedy provided under this Agreement or by law shall constitute a waiver of that or any other right or remedy, nor shall it preclude or restrict the further exercise of that or any other right or remedy. No single or partial exercise of such right or remedy shall preclude or restrict the further exercise or that or any other right or remedy.

41. SEVERANCE

41.1 If any provision of this Agreement (or part of any provision) is found by any court or other authority of competent jurisdiction to be invalid, illegal or unenforceable, that provision or part-provision shall, to the extent required, be deemed not to form part of this Agreement, and the validity and enforceability of the other provisions of this Agreement shall not be affected.

41.2 If a provision of this Agreement (or part of any provision) is found illegal, invalid or unenforceable, the Parties shall negotiate in good faith to amend such provision such that, as amended, it is legal, valid and enforceable, and, to the greatest extent possible, achieves the Parties' original commercial intention.

42. VARIATION

42.1 No variation of this Agreement shall be effective unless it is in writing and signed by the Parties (or their authorised representatives).

43. COSTS AND EXPENSES

43.1 Each Party shall bear its own costs and expenses in connection with the negotiation, preparation, execution, registration and performance of this Agreement and any documents referred to in it.

44. NO PARTNERSHIP OR AGENCY

44.1 Nothing in this Agreement is intended to, or shall be deemed to, establish any legal partnership or joint venture between any of the Parties, constitute any party as the agent of another party, nor authorise any party to make or enter into any commitments

for or on behalf of any other party except as expressly provided in within this Agreement.

45. PREVAILING LANGUAGE

45.1 This Agreement is drawn up in the English language. This Agreement may be translated into any language other than English however that the English text shall in any event prevail.

46. ENTIRE AGREEMENT

46.1 This Agreement constitutes the entire agreement and understanding of the parties and supersedes any previous agreements between the parties relating to the same subject matter.

46.2 Each of the parties agrees that in entering into this Agreement it does not rely on, and shall have no remedy in respect of, any statement, representation, warranty or understanding (whether negligently or innocently made) of any person (whether a party to an Agreement or not) other than as expressly set out in this Agreement. Nothing in this clause will operate to limit or exclude any liability for fraud.

47. COUNTERPARTS

47.1 This Agreement may be entered into in any number of counterparts and by the parties on separate counterparts, all of which taken together shall constitute one and the same instrument.

48. NOTICES

48.1 Subject to clause 48.3, all notices to be given under this Agreement shall be communicated:

(a) by pre-paid courier or registered post, and shall take effect 48 hours after the date of sending or posting (as applicable), provided such deemed date of service is a Business Day, and if it is not a Business Day, on the next following Business Day; or

(b) by hand, and shall take effect, if delivered between 9am and 5.30pm (UK time) on a Business Day, when so delivered, and if delivered outside such hours, at 9am (UK time) on the next Business Day.

(c) By email, and shall take effect at the time when in the ordinary course of transmission it would first be received by the addressee.

48.2 In proving the effect of a notice, it shall be sufficient to establish that:

(a) in the case of notice by email, the notice was transmitted to the relevant email provided; or

(b) in the case of notice by any other permitted means, the envelope containing such notice was addressed to the relevant address and delivered either to that address (in the case of notice by hand) or into the custody of the postal authorities or a pre-paid courier (in the case of notice by registered post or by pre-paid courier).

48.3 Notices shall be served in accordance with the following details, as updated from time to time by the relevant party giving notice in writing to such effect under this clause:

Notices to	Glyndwr
Address:	Plas Coch, Mold Road, Wrexham, LL11 2AW, United Kingdom
Email:	vc@glyndwr.ac.uk

FAO:	Vice-Chancellor and Chief Executive Officer

Notices to	**Princeton Management College**
Address:	1st Floor (9), MICT Park, Hlaing Region, Hlaing Township University, Yangon Region
Email:	info@PMC-education.com and kyawthuaung79@gmail.com
FAO:	Director and Chief Executive Officer

SCHEDULE 1

PROGRAMMES TO BE DELIVERED AND ENTRY REQUIREMENTS

1. PROGRAMMES COVERED

The Institution shall deliver the below course of academic study to enable students to complete and obtain the following relevant qualification from Glyndŵr:

BA (Hons) Business (L6 Top Up)

BA (Hons) Accounting and Finance (L6 Top Up)

Master of Business Administration (MBA)

The above also includes entitlement for students to receive exit awards as listed within Glyndwr University's approved Programme documentation.

2. ENTRY REQUIREMENTS

Entry requirements for the above Programme are to be followed in accordance with Glyndŵr's admissions policies, procedures and regulations and in line with the criteria outlined in the relevant Programme documents.

3. DELIVERY SITE

The Institute shall deliver the above provision at the following approved sites (the "**Premises**")

Princeton Management College, 1st Floor (9), MICT Park, Hlaing Region, Hlaing Township University, Yangon Region.

4. CONDITIONS PRECEDENT

The Institution shall not be entitled to deliver the Programme unless and until:

(a) the Programme is fully validated by Glyndŵr;

(b) partner approval has been given by Glyndŵr to the Institution for delivery of Glyndŵr academic programmes;

(c) full approval has been given by Glyndŵr to the Institution for delivery of the Programme at the location specified; and

(d) all necessary permissions and licences for the Institution and Glyndŵr to operate in the territories have been obtained.

5. PROGRAMME START DATE, MODE OF DELIVERY AND TERM OF DELIVERY

The Master of Business Administration (MBA) programme is approved for delivery from academic year 2017-18 delivery is anticipated to commence from June 2018 (the "**Programme Start Date**").

The BA (Hons) Business (L6 Top Up) and BA (Hons) Accounting and Finance (Accounting route only L6 Top Up) are approved for delivery from academic year 2018-

19 delivery is anticipated to commence from September 2018 (the "**Programme Start Date**").

The period of approval for each programme will be restricted from the normal 5 years, in line with GlyndŵWr University's regulations, which state that the approval period for the delivery of a programme by a partner organisation would normally be for a period coterminous with the period of validation of the 'home' programme.

It is noted that BA (Hons) Business (L6 Top Up) and BA (Hons) Accounting and Finance (L6 Top Up) programmes are in the process of periodic review and revalidation for programme offer in 2018/19, and is subject to approval by Glyndwr's Academic Board. However these programmes will have a further two year delivery period as Level 6 Top Up programmes. Programmes which are subject to re-validation will not render the remaining agreement invalid.

The MBA is scheduled for programme periodic review and revalidation in 2020/21 for delivery in 2022/23.

The process for securing continued approval would be invoked following each revalidation event with a view to seeking a further period of approval.

Programme delivery will be in accordance with the agreed delivery schedules. This shall not be varied except by written agreement of the Glyndŵr signatory of this Agreement.

6. STUDENT NUMBERS

It is anticipated that delivery of the MBA programme will commence from June 2018, delivery of the BA (Hons) Business and BA (Hons) Accounting and Finance programmes will commence from September 2018. From 2018-19 there will be three intake points on programmes, June, September and February.

The number of students who can be enrolled on the Programme will be subject to a minimum as follows:

- For academic year 2017-18: minimum of 7-10 new students enrolled on the MBA programme.
- From academic year 2018-19: minimum of 30 new students enrolled per programme per annum across three intakes, with no less than 7-10 students per intake point.

The Institution will pay the Per Capita Fee for the minimum of students outlined above even if there are less than the minimum new students enrolled per annum. For clarity the per annum minimum number is counted as every three intakes from the first intake of students for any programme delivered.

SCHEDULE 3

FEES AND PAYMENT PROVISIONS

The Institution will pay Glyndŵr a one off approval fee of £15,000 to cover the initial costs associated with partner and programme delivery approval. Glyndŵr will invoice the Institution for payment in April 2018 and payment is to be made to Glyndŵr no later than 30 days after receipt of invoice. Should this payment not be received within the 30 days the Termination clause 32.2 will come into effect

The Institution shall set the amount of the Tuition Fee per annum by a Student to study on the Programme (the "**Tuition Fee**") to be collected by the Institution.

The Institution will charge a Tuition Fee to Students or their sponsors to cover the cost of delivery of the programmes, including administrative support for delivery, and provision of learning resources (teaching accommodation, general study facilities, library books, and lecturers etc.). The Institution will notify Glyndŵr of the refund policy that will operate in respect of all fees paid to the Institution by Students and applicants to Programmes.

Glyndŵr will be entitled to a Per Capita Fee per Student (the "**Per Capita Fee**") from the Institution to cover the award of its Degrees, the use of its marks, its support, guidance and co-ordination for delivery of its academic curriculum, aspects of administration including enrolment, Student records and Assessment Boards, oversight of quality processes, and associated administration charges.

Per Capita Fee Payable to Glyndŵr by the Institution

The Institution will pay to Glyndŵr the Per Capita Fee as follows:

For postgraduate programmes, this will be £1,600 per student per programme, no later than 30 days after the date of the invoice.

For undergraduate programmes, this will be £1,200 per student per programme, no later than 30 days after the date of the invoice.

If a Student prematurely withdraws or defers or be excluded from a Programme prior to completing an academic year, a Per Capita Fee in respect of that Student will be payable by the Institution to Glyndŵr.

If a Student is enrolled with some form of advanced standing which means that they would take less than a full year's worth of the programmes, as outlined in the Definitive Programme Document, a Per Capita Fee in respect of that Student shall be payable by the Institution to Glyndŵr.

The Institution will pay the Per Capita Fee for the minimum of students outlined in Schedule 1 even if there are less than the minimum new students enrolled per annum.

If the Institution fails to pay any amount (or any part of any amount) properly due to Glyndwr under this Agreement by the final date for payment, the Institution shall pay to Glyndwr (in addition to the amount unpaid) simple interest on such amount at a daily rate equivalent to 3% above the Bank of England base rate from time to time in force for the period from the final date for payment until such amount is paid in full. The right of Glyndwr to claim simple interest under this Schedule 2 shall not be construed as a waiver by Glyndwr of their right to payment in accordance with the provisions of this Agreement, nor of their right to treat such non-payment as a material breach pursuant to clause 32.

Payment Terms

Invoices shall be issued by Glyndŵr for payment by the Institution once all students have fully completed Glyndwr's student enrolment process, which is to be no later than 14 days following the Programme Start Date

SCHEDULE 3

ADDITIONAL SERVICES

The Institution shall be liable for any additional costs associated with the implementation or access to Moodle though its own VLE and for purchasing any required learning resources, including licences, which Glyndŵr may not be able to provide due to certain licence restrictions.

SCHEDULE 4 - Confirmation of Responsibilities and Liabilities between Parties - Franchise

		Glyndwr University	Partner
Financial	Invoicing and Collection of Student Fees		✓
	Payment of costs associated with marketing, publicity, recruitment and admission of students		✓
Administrative	Administration relating to Programme Delivery		✓
	Administration relating to student records and assessment	✓	✓
	Return of student data to HESA	✓	
Marketing, Recruitment and Admissions	Assuring compliance with Competition and Markets Authority (CMA) guidelines	✓	
	Costs relating to the preparation and production of marketing, publicity and advertising materials		✓
	Approval of marketing, publicity and advertising materials	✓	
	Marketing of programme		✓
	Recruitment		✓
	Admissions, including confirmation of offers		✓
Management, Administration and Quality Assurance	Academic delivery of the programme		✓
	Academic Management of the programme	✓	
	Responsibility for Academic Standards	✓	
	Responsibility for quality assurance of programme	✓	
	Annual monitoring and reporting procedures	✓	✓
	Student enrolment and maintenance of student record	✓	✓
	Student attendance monitoring		✓
Resources and Facilities	Provision of Teaching Accommodation		✓
	Provision of on-site Learning Resources		✓
	Approval of all resources and facilities: Teaching accommodation and learning resources	✓	
	Access to on-line Glyndwr University resources	✓	
Assessment	Assessment of students		✓
	Moderation	✓	✓
	External Examining processes	✓	
	Assessment Board processes	✓	
Student Experience	Induction		✓
	Handbook	✓	✓
	Academic Support		✓
	Pastoral Support / Personal Tutoring		✓
	Academic Appeals / Misconduct	✓	
	Complaints	✓	✓
Health and Safety	Operation within Health and Safety legislation		✓
	Insurance cover for staff and students on programme		✓
	CRB Checking for staff/students as appropriate		✓
Intellectual Property	Intellectual Property	✓	✓

SCHEDULE 5

TRADEMARKS

Details of Glyndŵr's registered trademarks are reproduced in full below.

TRADE MARKS REGISTRY

Trade Marks Act 1994 of

REGISTRATION CERTIFICATE

Great Britain and Northern Ireland

The mark shown below has been registered under No. 2558551 as of the date 14 September 2010.

PRIFYSGOL GLYNDWR

The mark has been registered in respect of:

Class 9:
Scientific, nautical, surveying, photographic, cinematographic, optical, weighing, measuring, signalling, checking (supervision), life-saving and teaching apparatus and instruments; apparatus and instruments for conducting, switching, transforming, accumulating, regulating or controlling electricity; apparatus for recording, transmission or reproduction of sound or images; magnetic data carriers, recording discs; automatic vending machines and mechanisms for coin-operated apparatus; cash registers, calculating machines, data processing equipment and computers; fire-extinguishing apparatus; CDs, DVDs and other recording media containing educational information; CDs, DVDs and other recording media containing audio visual entertainment; downloadable publications; computer software; computer software containing educational content; computer software containing audio visual entertainment content; parts and fittings for the aforesaid.

Class 16:
Paper, cardboard and goods made from these materials, not included in other classes; printed matter; bookbinding material; photographs; stationery; adhesives for stationery or household purposes; artists' materials; paint brushes; typewriters and office requisites (except furniture); instructional and teaching material (except apparatus); plastic materials for packaging (not included in other classes); printers' type; printing blocks; printed matter; printed publications; printed matter containing educational information.

Class 18:
Leather and imitations of leather, and goods made of these materials and not included in other classes; animal skins, hides; trunks and travelling bags; umbrellas, parasols and walking sticks; whips, harness and saddlery.

Class 25:
Clothing, footwear, headgear

Class 35
Advertising; business management; business administration; office functions; provision of business information; business consulting; retail services connected with the sale of CDs, DVDs and other recording media, clothing, footwear and headgear, bags, printed matter and computer software; information and advisory services relating to the aforesaid.

Intellectual Property Office is an operating name of the Patent Office

TRADE MARKS
REGISTRY

Trade Marks Act 1994 of

REGISTRATION
CERTIFICATE

Great Britain and Northern Ireland

Class 41:

Education; providing of training; entertainment; sporting and cultural activities; undergraduate, postgraduate, professional and vocational educational and training services; teaching, tuition, training and instruction services; provision of courses of instructions; provision of correspondence courses; education and examination services; arranging and conducting educational conferences; conventions, lectures, exhibitions, day schools, workshops, seminars and symposiums; management training services; publication of books, magazines, journals, printed matter, text, periodicals, photographs and educational and training materials; production and publication of DVDs, videos, cassettes, cinema films, radio and television programmes; production and publication of electronic learning and information resources including internet based media; information and advisory services relating to the aforesaid.

Class 42:

Scientific and technological services and research and design relating thereto; industrial analysis and research services; design and development of computer hardware and software; technical research; arrangement of analysis and fixing of materials; advisory services relating to technology transfers and new ventures; preparation of reports; consultancy and advisory services for the development and support of technology transfer; scientific or industrial research; research and development of others; information and advisory services relating to the aforesaid.

Class 43:

Services for providing food and drink; temporary accommodation; information and advisory services relating to the aforesaid.

Class 45:

Legal services; security services for the protection of property and individuals; social care services; care services for children; counselling services; licensing and exploitation of intellectual property rights; intellectual property consultancy; licensing of research and development; licensing of patents, copyright, trade marks, designs and other intellectual property; professional consultancy services relating thereto; advisory services relating to intellectual property portfolios, spinouts, company formation and registration services; professional advice and consultation in the field of intellectual property; technical research and consultation services; all relating to legal, patent and trade mark services; advisory services all relating to exploitation and licensing of intellectual property; information and advisory services relating to the aforesaid.

In the name of Glyndwr University

Signed this day at my direction

John Alty

JOHN ALTY, ***Registrar of Trade Marks Intellectual Property Office***

DATE 25 March 2011 Intellectual Property Office is an operating name of the Patent Office

TRADE MARKS REGISTRY

Trade Marks Act 1994 of

REGISTRATION CERTIFICATE

Great Britain and Northern Ireland

The marks shown below have been registered as a series of two marks under No. 2558548 as of the date 14 September 2010.

GLYNDWR

GLYNDŴR

The marks have been registered in respect of:

Class 9

Scientific, nautical, surveying, photographic, cinematographic, optical, weighing, measuring, signalling, checking (supervision), life-saving and teaching apparatus and instruments; apparatus and instruments for conducting, switching, transforming, accumulating, regulating or controlling electricity; apparatus for recording, transmission or reproduction of sound or images; magnetic data carriers, recording discs; automatic vending machines and mechanisms for coin-operated apparatus; cash registers, calculating machines, data processing equipment and computers; fire-extinguishing apparatus; CDs, DVDs and other recording media containing educational information; CDs, DVDs and other recording media containing audio visual entertainment; downloadable publications; computer software; computer software containing educational content; computer software containing audio visual entertainment content; parts and fittings for the aforesaid.

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Paper, cardboard and goods made from these materials, not included in other classes; printed matter; bookbinding material; photographs; stationery; adhesives for stationery or household purposes; artists' materials; paint brushes; typewriters and office requisites (except furniture); instructional and teaching material (except apparatus); plastic materials for packaging (not included in other classes); printers' type; printing blocks; printed matter; printed publications; printed matter containing educational information.

Class 18:

Leather and imitations of leather, and goods made of these materials and not included in other classes; animal skins, hides; trunks and travelling bags; umbrellas, parasols and walking sticks; whips, harness and saddlery.

Class 25

Clothing, footwear, headgear.

Intellectual Property Office is an operating name of the Patent Office

TRADE MARKS REGISTRY

Trade Marks Act 1994 of

REGISTRATION CERTIFICATE

Great Britain and Northern Ireland

Class 35:
Advertising; business management; business administration; office functions; provision of business information; business consulting; retail services connected with the sale of CDs, DVDs and other recording media, clothing, footwear and headgear, bags, printed matter and computer software; information and advisory services relating to the aforesaid.

Class 41:
Education; providing of training; entertainment; sporting and cultural activities; undergraduate, postgraduate, professional and vocational educational and training services; teaching, tuition, training and instruction services; provision of courses of instructions; provision of correspondence courses; education and examination services; arranging and conducting educational conferences; conventions, lectures, exhibitions, day schools, workshops seminars and symposiums; management training services; publication of books, magazines, journals, printed matter, text, periodicals, photographs and educational and training materials; production and publication of DVDs, videos, cassettes, cinema films, radio and television programmes; production and publication of electronic learning and information resources including internet based media; information and advisory services relating to the aforesaid

Class 42:
Scientific and technological services and research and design relating thereto; industrial analysis and research services; design and development of computer hardware and software; technical research; arrangement of analysis and fixing of materials; advisory services relating to technology transfers and new ventures; preparation of reports; consultancy and advisory services for the development and support of technology transfer; scientific or industrial research; research and development of others; information and advisory services relating to the aforesaid.

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In the name of Glyndwr University

Signed this day at my direction

John Alty

JOHN ALTY, *Registrar of Trade Marks Intellectual Property Office*
DATE 25 March 2011

Intellectual Property Office is an operating name of the Patent Office

TRADE MARKS REGISTRY

Trade Marks Act 1994 of

REGISTRATION CERTIFICATE

Great Britain and Northern Ireland

The marks shown below have been registered as a series of two marks under No. 2558550 as of the date 14 September 2010.

glyndŵr UNIVERSITY

GLYNDŴR UNIVERSITY

The marks have been registered in respect of:

Class 9:
Scientific, nautical, surveying, photographic, cinematographic, optical, weighing, measuring, signalling, checking (supervision), life-saving and teaching apparatus and instruments; apparatus and instruments for conducting, switching, transforming, accumulating, regulating or controlling electricity; apparatus for recording, transmission or reproduction of sound or images; magnetic data carriers, recording discs; automatic vending machines and mechanisms for coin-operated apparatus; cash registers, calculating machines, data processing equipment and computers; fire-extinguishing apparatus; CDs, DVDs and other recording media containing educational information; CDs, DVDs and other recording media containing audio visual entertainment; downloadable publications; computer software; computer software containing educational content; computer software containing audio visual entertainment content; parts and fittings for the aforesaid.

Class 16:
Paper, cardboard and goods made from these materials, not included in other classes; printed matter; bookbinding material; photographs; stationery; adhesives for stationary or household purposes; artists' materials; paint brushes; typewriters and office requisites (except furniture); instructional and teaching material (except apparatus); plastic materials for packaging (not included in other classes); printers' type; printing blocks; printed matter; printed publications; printed matter containing educational information.

Class 18:
Leather and imitations of leather, and goods made of these materials and not included in other classes; animal skins, hides; trunks and travelling bags; umbrellas, parasols and walking sticks; whips, harness and saddlery.

Class 25:
Clothing, footwear, headgear.

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TRADE MARKS REGISTRY

Trade Marks Act 1994 of

REGISTRATION CERTIFICATE

Great Britain and Northern Ireland

Class 35:

Advertising; business management; business administration; office functions; provision of business information; business consulting; retail services connected with the sale of CDs, DVDs and other recording media, clothing, footwear and headgear, bags, printed matter and computer software; information and advisory services relating to the aforesaid.

Class 41:

Education; providing of training; entertainment; sporting and cultural activities; undergraduate, postgraduate, professional and vocational educational and training services; teaching, tuition, training and instruction services; provision of courses of instructions; provision of correspondence courses; education and examination services; arranging and conducting educational conferences; conventions, lectures, exhibitions, day schools, workshops, seminars and symposiums; management training services; publication of books, magazines, journals, printed matter, text, periodicals, photographs and educational and training materials; production and publication of DVDs, videos, cassettes, cinema films, radio and television programmes; production and publication of electronic learning and information resources including internet based media; information and advisory services relating to the aforesaid.

Class 42:

Scientific and technological services and research and design relating thereto; industrial analysis and research services; design and development of computer hardware and software; technical research; arrangement of analysis and fixing of materials; advisory services relating to technology transfers and new ventures; preparation of reports; consultancy and advisory services for the development and support of technology transfer; scientific or industrial research; research and development of others; information and advisory services relating to the aforesaid.

Class 43:

Services for providing food and drink; temporary accommodation; information and advisory services relating to the aforesaid.

Class 45:

Legal services; security services for the protection of property and individuals; social care services; care services for children; counselling services; licensing and exploitation of intellectual property rights; intellectual property consultancy; licensing of research and development; licensing of patents, copyright, trade marks, designs and other intellectual property; professional consultancy services relating thereto; advisory services relating to intellectual property portfolios, spinouts, company formation and registration services; professional advice and consultation in the field of intellectual property; technical research and consultation services; all relating to legal, patent and trade mark services; advisory services all relating to exploitation and licensing of intellectual property; information and advisory services relating to the aforesaid.

In the name of Glyndwr University

Signed this day at my direction

JOHN ALTY, *Registrar of Trade Marks Intellectual Property Office*

DATE 25 March 2011

Intellectual Property Office is an operating name of the Patent Office

IN WITNESS WHEREOF this Agreement entered into on June 2018, and subject to earlier termination in accordance with its terms, shall remain in force for 5 years.

SIGNATURES

Signed on behalf of:

Glyndŵr University

By the Vice-Chancellor & CEO

Professor Maria Hinfelaar

Date: 8/6/18

Princeton Management College

By the Director and Chief Executive Officer:

Kyaw Thu Aung

Date: 18/6/2018

By the Director:

Edwin Lim

Date: 21/6/18

MEMORANDUM OF AGREEMENT

BETWEEN

UCSI UNIVERSITY,
MALAYSIA

AND

MYANMAR INTERNATIONAL BUSINESS ACADEMY,
MYANMAR

THIS MEMORANDUM OF AGREEMENT made on the day of , 2017.

BETWEEN

UCSI UNIVERSITY, an institution of higher learning and duly approved by the Ministry of Education, Malaysia and therein, wholly owned by UCSI Education Sdn. Bhd. (Co. No.185479-U) and operating at No.1, Jalan Menara Gading UCSI Heights, 56000 Cheras, Kuala Lumpur (hereinafter called "UCSI U") of the first part;

AND

MYANMAR INTERNATIONAL BUSINESS ACADEMY, a private educational institution in Myanmar, registered under Business Licence No. 081820508 (sanchaung Township, Yangon) and incorporated with Innopower Co.Ltd registered under Ministry of National Planning and Economic Development (Registered No <838 (2013-2014), having its address at No.249, Bragayar Street, Myaynigone, South Ward, Sanchaung Township, Myanmar (hereinafter called "MIBA") of the second part.

WHEREAS:

1. UCSI U is a tertiary educational institution in Malaysia approved by the Malaysian Ministry of Education which provides undergraduate and postgraduate programmes/courses;
2. MIBA is a private educational institution in Myanmar, where all of its programmes are not required for any additional approval from Myanmar Authority.
3. UCSI U and MIBA wish to establish and maintain the collaboration in respect of the following programme(s) at MIBA:

   i. **The said programme(s) shall be as follows;**

      - **BA (Hons) Business Administration - MQA Programme Code (KR 11549; 06/2019)**
      - **MBA - MQA Programme Code (KR 11549; 07/2015)**

(hereinafter called the Programmes)

4. Both UCSI U and MIBA mutually agreed that MIBA will be the learning centre for PhD in Business & Management-MQA Programme Code (N/345/8/1016) (hereinafter called PhD programme) to be offered and will be conducted at MIBA.

UCSI U and MIBA hereinafter referred to as the"Parties" collectively and "Party" individually where relevant and appropriate hereby agrees to the following:

A. OBLIGATIONS OF UCSI U

A.1. UCSI U shall license to MIBA for a period of 3 (three) years provided that at all times that the advance payment been been set off by UCSI U, which shall include but not limited the curriculum materials,syllabus, modules and/or other such related materials and at such other times as alterations or amendments to the Programme shall be made, which must be completed by a student enrolled in the Programmes at MIBA.

A.2. UCSI U shall provide to MIBA all resources lists, academic policies and guidelines in respect of students and instructors and any other related information which will enable MIBA to deliver the Programmes to the required standards (but excluding textbooks, equipment and resources which are available commercially).

A.3. UCSI U shall define for MIBA the qualifications required of instructional staff for the Programme at MIBA. UCSI U reserves the right to review and approve all staff involved in the delivery of the Programmes.

A.4. USCI U shall conduct an Institutional Validation Visit and will be undertaken by two (2) of UCSI U staff. MIBA will pay for the airfares, visa and provide for UCSI U staff accommodation, airport transfer (return trip) and ground transportation in Myanmar and an allowance of RM 150.00 (Ringgit Malaysia One Hundred Fifty Only) per day (commencing from the date of arrival at MIBA until the date of departure inclusive of holiday and public holiday).

A.5 UCSI U shall carry out periodic monitoring/audit visits to MIBA's premises to therein audit and examine the quality of delivery and to ensure comparability of student experience, and maintenance of academic standards.Such visit will be at least once per year . All costs, direct or indirect, in respect of these visits, are to be borne solely by MIBA.

UCSI U agrees that it will send two (2) of UCSI U staff to visit MIBA

Such visits in respect of each academic semester shall be to ensure the smooth, efficient and academic quality of the Programme delivered by MIBA.

Such visits shall be a minimum length of three (3) days, up to a maximum of five (5) days and will be scheduled at mutually agreed-upon times. For each of these visits, MIBA will pay for the airfares, visa and provide for UCSI U staff's accommodation, airport transfer (return trip), visa and ground transportation in Myanmar and an allowance of **RM150 (Ringgit Malaysia One Hundred Fifty Only)** per day commencing from the date of arrival at MIBA until the date of departure inclusive of holiday and public holiday.

MIBA shall pay such reimbursement in advance after receipt of the approved budget of expenses from UCSI U Finance Department which issues the invoice to MIBA before after the traveling and/or any services, which shall be paid by MIBA to UCSI U two (2) weeks from the said invoice.

A.6. Notwithstanding this Clause A5, UCSI U also reserves the right to send instructional or other staff to visit MIBA at any time of its sole choosing should such visits be deemed necessary or desirable by UCSI U, such visits to be duly notified by UCSI U to MIBA and borne by MIBA.

A.7. UCSI U shall temporarily assign their academic staff at the request of MIBA for a mutually agreed period of time, all expenses including staff salary during that period shall be borne by MIBA.

A.8 UCSI U shall ensure that it is duly licensed, qualified and competent, and has the capacity to manage, run and operate the Programmes and PhD programme as stipulated in license

A.9. UCSI U shall fully deliver the PhD programme and shall be via a combination of face- to face teaching with an instructor, e-learning and supervision. UCSI shall provide all resources lists, academic policies and guidelines in respect of students and instructors and any other related information to the required standards (but excluding textbooks, equipment and resources which are available commercially) both for the Programmes delivered by MIBA and the PhD programme.

A.10. UCSI U shall ensure that the instructor(s) deliver a face –to face teaching in MIBA's premises. In respect of the face- to face teaching mentioned herein, UCSI U shall arrange the academic instructor to visit MIBA subject to programmes requirement.

A.11 . For the purpose mentioned in Clause A.10 above, UCSI U will pay for the airfares, visa, meal, accommodation, airport transfer (return trip) and ground transportation in Myanmar (commencing from the date of arrival at MIBA until the date of departure inclusive of holiday and public holiday).

A.12. UCSI U will provide to each student who registered and enrolled in the said Programmes and PhD programme with an I.D. number, transcript of marks relating to each semester attempted and/or completed by the student, provided that the students have duly paid to UCSI U all monies or payments payable by them to UCSI U; and if it required MIBA shall provide to UCSI U all necessary records or other documents that UCSI U may require.

A.13. UCSI U shall provide to each student who successfully completes the said Programmes and PhD programme at MIBA, 1 relevant certification/qualification, and to arrange with MIBA for the scheduling and/or implementation of an appropriate ceremony of convocation for conferring the qualification. The students who completed the said Programmes and PhD programme at MIBA shall be given an opportunity to attend UCSI graduation ceremony in UCSI Campus, Malaysia

A.14. The awarding of a qualification to a student will be contingent upon UCSI U receiving all necessary documents and records from MIBA in relation to the student and the said student shall meet and comply with all general and specific requirements for graduation. The name of the students from the said Programmes and PhD programme who receiving the qualification will be listed in the UCSI U convocation records along with all other recipients of the qualification in whatever location.

A.15. MIBA hereby acknowledges and undertakes that all the material times the students registered and enrolled in the said Programmes and PhD programme are for all intent and purpose students of UCSI U and shall abide with all requirements rules and regulations of UCSI U.

B. OBLIGATIONS OF MIBA

B.1. MIBA shall provide to UCSI U the complete list of confirmed student(s) registration in the Programme and PhD Programme in adherence to UCSI U's standard registration process which shall be duly notified to MIBA by UCSI U.

B.2. MIBA shall fully deliver the Programmes and shall be via a combination of face- to face teaching with an instructor, e-learning and supervision.

B.3. MIBA shall provide to UCSI U the complete list of confirmed student(s) registration in the PhD Programme in adherence to UCSI U's standard registration process and to assist the students with online registration via UCSI Intergrated Information System (IIS).

B.4. MIBA shall provide to UCSI U in a prompt and timely fashion (details to be notified by UCSI U) the receipt of all details of student(s) record, filing, financial accounts/details, documents, forms, fees or other relevant materials as may be required by this Agreement. Such acknowledgment shall be forwarded by MIBA to the individual designated by UCSI U at UCSI U.

B.5 MIBA shall perform a regular marketing and student recruitment activities and shall ensure that a minimum number of at least fifty (50) students enrolled for BA (Hons) Business Administration and thirty (30) students enrolled for MBA per year and a minimum number of at least ten (10) students enrolled for PhD programme per intake or minimum thirty (30) students per year.

B.6 For the purpose mentioned in B.4, MIBA shall provide at its own expense all promotion, advertising and publicity materials in the region necessary for the operation of the Programmes and to provide UCSI U with the particulars and copies of such materials at UCSI U's request.

B.7. As a learning centre for PhD programme, MIBA shall provide at its own expense all necessary teaching facilities including the classrooms with projectors, speakers and wifi, to deliver the Programme to the standards required by UCSI U. Shall there be any further request on facility, it shall be provided by MIBA based on availability.

B.8. MIBA shall provide at its own expense all teaching staff necessary to deliver the Programme to the standards required by UCSI U and to provide full particulars of proposed members of the teaching staff for UCSI U's information.

In case any objection is raised by UCSI U on any particular appointment of teaching staff, the said objection shall be communicated in writing to MIBA and MIBA would review the appointment and address in writing UCSI U's objection. MIBA further agrees that it shall observe all relevant labour laws relevant and applicable in respect of MIBA

B.9. MIBA shall comply with/to all the Academic Requirements and Quality Control process/procedures as stated in the **Appendix A** in order to commence the Programme. In furtherance upon signing of this Agreement a Joint Academic Committee will be set-up for the smooth and efficient implementation of this Agreement which shall be jointly responsible for the establishing of a clear and precise Term of Reference which shall form part of this Agreement.

B.10. MIBA shall ensure that ALL examinations and assessments undertaken by the students and conducted at MIBA shall be under the strict control determination and approval of UCSI U at all times.

B.11. MIBA is not allowed to undertake and/conduct any assessment of examination without any written approval of UCSI U details of which shall be duly notify through the Joint Academic Committee as stated in the B.10 above.

C. FINANCIAL OBLIGATIONS

(i) REVENUE SHARING OF TUITION, REGISTRATION & ADMINISTRATION FEE

C.1 The Parties agree that the revenue sharing of the above said fees are as follows:

i. **BA(Hons)Business Administration**

a) MIBA will pay a non –refundable advanced payment of Ringgit Malaysia Fourty Thousand (RM40,000) to UCSI U, the amount which will be offset from the semester fees of RM1, 500.00 per student per semester or Ringgit Malaysia Four Thousand Five Hundred (RM4,500) per student per year.

ii **MBA**

a) MIBA will pay a non –refundable advanced payment of Ringgit Malaysia Forty Thousand (RM40,000) to UCSI U, the amount which will be offset from the semester fees of Ringgit Malaysia One Thousand Eight Hundred (RM1, 800.00) per student per semester or Ringgit Malaysia Five Thousand Four Hundred (RM5,400) per student per year.

iii **PhD in Business & Management**

a) UCSI U will pay Ringgit Malaysia Nine Thousand and Ninety Three and Sen Thirty Six (RM9,093.36) to MIBA being Twenty Percent (20%) of the Tuition Fee of Ringgit Malaysia Fourty Five Thousand Two Hundred and Forty Eight (RM45,468.00) ; and

C.2 UCSI U shall pay for each the payment to MIBA provided that the fees has been fully paid by the students. The payment shall be paid by UCSI U within thirty (30) days upon receipt of the complete and accurate invoice by MIBA.

SCHEDULE 1

C.3 Payment to MIBA shall be made to:

Beneficiary's name :
Beneficiary's Bank :
Banker's address :
Account No :
Swift Code :

C.4 For the purpose of the payment mentioned in Clause C.3 above, the Parties agree that each Party shall bear their own bank charges imposed by their respective bank.

C.5 Upon the renewal of this Agreement MIBA shall pay the Renewal Fees whereby this shall be subject to further discussion and agreement being made by both Parties on the amount and any new terms and conditions whereby this has to be concluded six (6) months prior to the expiry of this Agreement.

D. TERMINATION

D.1 Either Party may terminate this Agreement by giving a six (6) months' prior written notice to the other Party and such termination shall not prejudice the completion of study by student(s) enrolled in the Programme(s), as this is to ensure that all registered and enrolled student(s) are not effected by any such termination.

D.2 The termination of this Agreement shall not discharge the Parties of any obligations which shall include but not limited to financial obligations that have been incurred as at the date of the said termination.

The termination of this Agreement shall not relieve MIBA of its obligation of confidentiality of information disclosed which shall survive after the termination of this Agreement and also any payment due and payable to UCSI U.

D.3 Unless agreed to otherwise in writing, in the event of termination of this Agreement, MIBA hereby undertakes to discontinue its use of UCSI U's name and/or Trademarks and/or logo and/or Intellectual Property Rights (IPR).

D.4. Intellectual Property Rights (IPR) developed during the term of this Agreement by UCSI U or MIBA as a result of this Programme will be and are hereby the sole property of UCSI U.

D.5. MIBA agrees that it shall make no change, addition, modification or amendment to the curriculum or the content of the Programme without the prior written consent of UCSI U; such consent to be given or withheld at the sole discretion of UCSI U.

D.6. MIBA shall make available to all students in the Programme(s) the general support services available to its other students. A description of these support services shall be provided to UCSI U upon request.

D.7. This Agreement shall commence on the date hereof and shall be effectively in force for a period of five (5) years from the date hereof.

D.8 This Agreement shall remain in force for five (5) year(s)from the date first written of this Agreement, during which time this Agreement shall be subject to further review, at which both Parties shall by further discussion determine the terms and conditions of any extensions of duration of this Agreement, which shall be made in writing by either Party to the other Party of the intention of the same not less than six (6) month(s) from the date of the expiry of this Agreement.

D.9 Any renewal of this Agreement shall be strictly based on the Terms and Conditions to be then agreed between the Parties.

D10. MIBA also expressly undertakes that it will not offer the said Programme of any Malaysian colleges / universities / institutes without the express written consent of UCSI U.

E. GENERAL

E.1. All fees identified/stated in this Agreement that are paid or payable to MIBA shall be non-refundable.

E.2. All communications between the Parties to this Agreement shall take place in the first instance between **Mr. Willie Tan Moh Leong** from UCSI U and **Mr. Kyaw Thu Aung** from MIBA.

E.3. MIBA shall not at any time during the continuance of this Agreement use, exercise or carry on or permit or suffer to be used, exercised or carried on in or about MIBA's premises or any part thereof any illegal or immoral or offensive act, trade, business, occupation or calling which might bring the name of the Programme, the name of UCSI U or the name of MIBA into disrepute.

E.4. MIBA shall indemnify and save harmless UCSI U from any and all liabilities, damages, costs, claims, suits or actions in connection with any breach, violation, or non-performance of any covenant or condition in this Agreement set forth and contained on the part of UCSI Uto be fulfilled, kept, observed and performed and in connection with any damage to property while the said property shall be in or about MIBA's premises and in connection with any injury to any student, invitee, agent or employee of MIBA, including death resulting at any time there from occurring in or

about MIBA's premises, including all costs and actual legal fees and disbursements and this indemnity shall survive the expiry or sooner termination of this Agreement.

E.5. MIBA represents and warrants that it is not in breach of any statute, regulation or bylaw applicable to MIBA or its operations and that it holds all permits, licenses, consents and authorities issued by any Government or Agency in respect of MIBA thereof which are necessary or desirable in connection with the operation and execution of this Agreement.

E.6. UCSI U represents and warrants that it is not in breach of any statute, regulation or bylaw applicable to UCSI U or its operations and that it holds all permits, licenses, consents and authorities issued by any Government or Agency in respect of Malaysia thereof which are necessary or desirable in connection with the operation and execution of this Agreement.

E.7. For all intent and purpose this Agreement shall be deemed to have been made in and shall be construed in accordance with the laws of Malaysia.

E.8. Neither Party may assign its interest or rights under this Agreement without the prior written consent of the other Party.

E.9. Addenda may be appended to this document from time to time, which identify further collaborative activities or projects and their details of management. Such addenda require the signatures of both the signatories of this Agreement in order to be implemented as part of this Agreement.

E.10. Each Party may publish or advertise the existence and nature of activity under this Agreement, provided that a Party does not indicate in writing that a specific matter should remain confidential.

F. FACSIMILE AND ELECTRONIC MAIL TRANSMISSIONS

F.1. For purposes of this Agreement, facsimile (fax) and electronic mail (email) transmissions shall be deemed to be valid documents save in the case of student records, master, degree documents (diploma or parchment) and the transfer of any and all funds specified in this Agreement, save with the prior consent of both Parties.

G. FORCE MAJEURE

G.1. MIBA and UCSI U shall be released from their obligations under this Agreement in the event of a national emergency, war, natural disaster, prohibitive government legislation or any other cause beyond their control which renders the performance of this Agreement impossible to be performed provided that any money then owing under this Agreement shall become forthwith due and payable.

H. DISPUTE RESOLUTION

H.1 Should a dispute arise between the Parties in connection with the validity, interpretation and/or the implementation of this Agreement which shall include but not limited to breach of obligation(s) ,non-compliance one Party shall notify the reasons to the other Party by registered mail. The Parties shall try to promptly reach in good faith an amicable settlement for any such dispute within thirty (30) days after the above notification.

H.2 In the event if an amicable settlement is not reached within the said thirty (30) days, all/any dispute, controversy, or claim arising out of or relating to this Agreement, or the breach, termination or invalidity thereof shall be settled by Arbitration in accordance with the Rules of Arbitration of the Kuala Lumpur Regional Centre for Arbitration.

I. GOVERNING LAWS

I.1 This Agreement shall be governed by the laws of Malaysia.

The remainder of this page is intentionally left blank

IN WITNESS WHEREOF the parties hereto have set their hands to this Agreement on the day and year and at the place stated at the outset.

For and on behalf
UCSI UNIVERSITY,
MALAYSIA

....
Senior Professor Dato' Dr Khalid Yusoff
Vice-Chancellor and President

Witnessed by:

....
Willie Tan Moh Leong
Vice-President, Student Enrolment Centre

For and on behalf
MYANMAR INTERNATIONAL BUSINESS ACADEMY,
MYANMAR

....
Name: Kyaw Thu Aung
Desgnation: Chief Executive

Witnessed by:

....
Name: Yadanar Phyo Wai
29.6.17.

Designation:

APPENDIX A

ACADEMIC REQUIREMENTS
QUALITY CONTROL PROCESS/PROCEDURES

Control of Academic Standards

1. Academic standards
   MIBA shall endeavour to uphold the required academic standards for the proper conduct of the programmes.
2. Preparation of class timetable and duration of learning and teaching activities
   MIBA shall prepare the class timetable and teaching and learning hours based on credit hours assigned for each course in the programmes as per the guidelines provided by UCSI U.
3. Preparation and delivery of lectures
   MIBA shall prepare and deliver the lectures as per the guidelines provided by UCSI U.
4. Class Cancellation and Replacement
   MIBA shall handle class cancellation and replacement as per the guidelines provided by UCSI U.
5. Coursework and final examination
   Schedule of coursework and final examination are to be based on the approved academic calendar.
6. Student evaluation
   MIBA shall conduct student evaluation as per the guidelines provided by UCSI U.
7. Course outline and teaching plan
   UCSI U shall provide samples of teaching plan for each respective course.
8. Teaching and learning resources
   Text books and reference materials used by MIBA shall follow those stipulated in the latest MQA documents of the UCSI U. Copy of the main and additional references stated in respective MQA documents must be made available at MIBA library for students' reference.
9. Deadline for marks submission
   MIBA shall adhere to the deadline for marks submission in accordance with the stipulated deadline as will be informed to MIBA according to UCSI U's academic calendar from time to time.
10. Academic staffs qualification
    All academic staff's qualification shall adhere to the Malaysian Qualifications Agency (MQA) regulatory requirements.

10.1 Academic staff qualification for **BA (Hons) Business Administration**

10.2 Academic staff qualification for **MBA**

10.3 **Others**

i. **At least 60% of the academic staff are full-timers**
ii. Part-time staff may consist of industry practitioners or from academia
iii. Overall staff-student ration shall not exceed 1: 20
iv. Minimum number of academic staff for each program: 5

11. Academic staffs development

MIBA academic staff may attend the staff development programme conducted by UCSI U based upon mutually agreed time and schedule and relevant payment shall be applicable and notified by UCSI U.

MEMORANDUM OF UNDERSTANDING
(MOU)

between

The Institute of Commercial Management (ICM)

and

Myanmar International Business Academy – Yangon

in respect of the granting of

ICM 'APPROVED CENTRE' STATUS ('AC Status')

This Memorandum of Understanding (MOU) establishes the principal terms under which the Institute of Commercial Management agrees to grant ICM 'Approved Centre' status to the institution named in this MOU.

A copy of this document must be signed by the Principal or Director of the 'Approved Centre' and returned to ICM. Upon receipt it will be signed by an ICM director and returned to the Centre.

'Approved Centre' status will only become effective upon receipt, by ICM, of the signed copy of this MOU.

ICM may, at its absolute discretion; remove ICM 'Approved Centre' status from the 'Approved Centre' named above should the Centre fail to meet its obligations as outlined in this MOU.

ICM agrees to the following:

Approved Centre Status

ICM agrees to grant ICM 'Approved Centre' status to the institution named in this MOU and to provide examination and assessment services to students studying at, and registered with the 'Approved Centre'.

ICM agrees to grant 'AC Status' to the named Centre for an initial period of two years.

'AC Status' will be renewed every two years thereafter providing (a) the examination results of the Centre's candidates are satisfactory and (b) that the Centre has an economically viable cohort of ICM students.

Student Registration

ICM agrees to accept Student Membership Registrations from students studying at the 'Approved Centre'.

Examination Entries

ICM agrees to accept examination entry applications from students undertaking Single Subject and professional courses at the 'Approved Centre' providing that there are more than ten entries for any selected examination series. ICM reserves the right to return any Examination Entry forms and fees to the 'Approved Centre' should there be less than ten subject entries for any examination series.

Examining and Assessment Services

ICM agrees to provide examination question papers to the 'Approved Centre' for all paid up candidates and to mark and moderate all answer scripts and assignments received from the candidates.

Results

ICM agrees to provide the 'Approved Centre' with the results for all fully paid up candidates who have submitted answer scripts for Single Subject examinations and to forward results for all other candidates, in good standing, who have completed subjects within a professional programme.

The 'Approved Centre' agrees to the following:

Rules and Regulations

The 'Approved Centre' agrees to abide by the Institute's Rules and Regulations, details of which appear on the ICM website www.icm.education

Communications

The 'Approved Centre' agrees that it will, at all times, maintain its own working email facility and telephone line.

The 'Approved Centre' agrees that it will appoint a member of its own staff to act as its ICM Coordinator and that it will provide the Institute with the name of that individual. ICM will contact the nominated ICM Coordinator/individual in the event that there are any issues relating to Student Registrations, Examination Entry Fees or Examination Results.

If the 'Approved Centre' changes its physical address or nominated Coordinator, it agrees to notify ICM within 48 hours and to provide ICM with the new details and name of the replacement. The name of the current nominated ICM Coordinator must be given on page 5 of this document.

Student Enrolment

The 'Approved Centre' agrees that it will provide either full or part-time tuition to ICM students and that it will maintain a Register of all ICM students and a record of their attendance.

Student Registration

The 'Approved Centre' agrees (a) that it will undertake to ensure that every student studying for an ICM professional level programme or Single Subject course forwards his/her completed Student Registration application form, passport-sized photograph and Registration fee to ICM within eight weeks of commencing his/her programme of study and (b) that only official ICM Student Registration forms will be used for the registration of Student Members.

Examination Entries and Closing Dates

The 'Approved Centre' agrees that it will not forward to ICM any Examination Entry forms or fees in respect of any candidates who are not registered with it and who have not studied at the Centre on either a full or part-time basis.

The 'Approved Centre' also agrees that it will (a) use the appropriate and official ICM Examination Entry forms for all ICM Student Members wishing to enter for any examination and (b) that it will ensure that all examination entries for candidates, together with the full fees due, are forwarded to ICM before the relevant Closing Date (shown on the Timetable) for the selected/nominated examination series. The 'Approved Centre' accepts that should examination entries arrive after the Closing Date, the Institute reserves the right to carry all entries forward to the next examination series.

Examination Entries – Fees

The 'Approved Centre' agrees that if it collects examination and/or Registration fees from a student it will not ask that student to pay any sum of money other than the standard fee/s required by ICM.

The 'Approved Centre' agrees that it will forward the full fees due for all candidates and accepts that should examination entries arrive without the full fees due, ICM reserves the right not to enter the candidates for any examinations. The 'Approved Centre' agrees that in the event that examination entries sent to ICM are not fully paid ICM will return the fees and the Examination Entry forms to them.

The 'Approved Centre' agrees that it will not forward cash payments in respect of any Registration or Examination Fees due and that if it does, ICM will not be held responsible for the loss of any monies sent in cash.

Examination Entries – Minimum Number of Subject Entries

The 'Approved Centre' agrees that regardless of the subjects, mix of subjects or number of candidates it will submit NOT LESS than ten entries for any nominated examination series. In the event that an 'Approved Centre' wishes to submit less than ten subject entries the Centre agrees to pay an overall Examination Entry fee of £260.00 (10 subjects × £26.00).

Security of Question Papers

The ICM 'Approved Centre' agrees to ensure the security of any question papers which it receives for any examinations and confirms that no papers or questions will be released to teaching staff, students, candidates or any third parties before the official Timetabled date/s and time/s of the examinations.

Invigilation

The 'Approved Centre' agrees to adhere to all Rules and Regulations relating to the conduct of ICM examinations and to meet any invigilation costs which may be incurred in the process.

The 'Approved Centre' agrees that the Institute may, at its total discretion, make arrangements for candidates to be invigilated by a nominated and external ICM Invigilator.

Centralised Examination Arrangements

The 'Approved Centre' agrees that, at its discretion, ICM may require all candidates to attend a centralised examination facility.

Return of Examination Answer Books/Scripts

The 'Approved Centre' agrees to sort candidates' completed answer books in the order shown on the ICM Candidates' List and to dispatch them to ICM, by courier or recorded delivery post, no later than the day following each examination. The 'Approved Centre' agrees that at no time will answer books be left in any unsecured place. The 'Approved Centre' agrees that if it is unable to dispatch answer books on the day following the examinations it will ensure that the candidates' answer books are secured under the same conditions as unused examination papers. The 'Approved Centre' agrees that ICM may, at its total discretion, refuse to mark, moderate or issue results for any candidate/s whose answer book/s arrive more than 14 days after the date of the final examination undertaken by the candidate/s.

Examination Malpractice

The 'Approved Centre' agrees that ICM may, at its total discretion, fail all candidates at the Centre and remove 'Approved Centre' status from the Centre where evidence exists which demonstrates that examination malpractice has occurred.

Authorisation

The signing of this MOU implies that both organisations signing this agreement understand its terms and agree to abide by its contents. The MOU should be signed by authorised contacts, as recorded on your renewal application, and returned to ICM as an email attachment, no later than two weeks after receipt of this document.

Signed for and on behalf of the 'Approved Centre'

Name of Signatory: Kyaw Thu Aung

Title/Position: Kyaw Thu Aung
Chief Executive
Myanmar International Business Academy

Name and Address of Centre:
Myanmar International Business Academy (Yangon)
No. (249), 7th floor, Bargayar Road. Myay Ni Gone
Sanchaung Township. Yangon. Myanmar

Signature: ....

Date: 31/03/2017

The nominated ICM Coordinator at Myanmar International Business Academy – Yangon is:

Mr/~~Mrs/Miss~~ KYAW THU AUNG
(please PRINT)

Signed for and on behalf of ICM (UK)

Name of Signatory: Dr A F Somerville Ford

Title/Position: Chairman

Name and Address of Organisation:

Institute of Commercial Management
ICM House
Yeoman Road
Ringwood
Hampshire
BH24 3FA
England

Signature: pp ....

Date: 6/4/17

IQN

6 December 2018

Myanmar International Business Academy
No (249), 7th floor, Bargayar Street,
May Ni Gone, Sanchaung Township,
Yangon, Myanmar

Dear Sir/Madam,

Approval as IQN Registered Centre

This is to confirm that Myanmar International Business Academy has been approved as IQN Registered Centre to deliver the training on the following qualifications:

Diploma Qualifications:

- **Diploma in Human Resource Management**
- **Diploma in Marketing**
- Diploma in Supply Chain Management
- Diploma in Hospitality Management
- Diploma in Business English

Professional Certifications:

- Certified Strategic Manager (CSM)
- Certificate for Project Management Analysts (CPMA)

As IQN registered centre, you are responsible for arranging diploma exams and CSM exam at centre premises. However, professional certification exams are conducted by Pearson VUE Authorised Test Centres.

This approval is valid until 31 December, 2019. We reserve the right to cancel this approval early or extend the approval at our sole discretion at any time.

Best regards,
Centre Management Team

IQN
Global Office : 33-01, 33rd Floor, Menara Keck Seng
203 Jalan Bukit Bintang, 55100 Kuala Lumpur, Malaysia

IQN International Qualifications Network

Registered

Training Centre

Myanmar International Business Academy

Issue Date

March 2016

abe

ABE ENDORSED LICENCE AGREEMENT

The Agreement Details

Agreement No.	10004
Agreement Date:	**2nd May 2018**
Terms and Conditions	The terms and conditions overleaf comprising the "Background" to clause 16 (Proper Law and Jurisdiction)
Association of Business Executives:	Association of Business Executives Limited (Company Number 01096719) ("**ABE**")
ABE's address:	5th Floor C I Tower, St Georges Square, High Street, New Malden, Surrey, KT3 4TE
ABE's Representative:	Name: Mr Suren Verma Title: Country Manager – ABE Myanmar **Email:** suren@abeuk.com **Telephone: +95 9 791 810121**
Client:	MIBA (Myanmar International Business Academy)
Client's address:	No. (249), 7th Floor (A), Bargayar Road, Beside Ga Mone Pwint Building, Myay Ni Gone, San Chaung Township, Yangon, Myanmar. Myanmar International Business Academy (MICT), 1st Floor, Building (9), MICT Park, Hlaing Township, Yangon, Myanmar No. (204), Second Floors (Yarzar Business Center), 39th Street (Bamawtige Street), Between 71st & 72nd; Mandalay, Myanmar
Client's Representative:	Name: Kyaw Thu Aung Title: CEO Email: kyawthuaung79@gmail.com Telephone: 00 95 9420 110999
Territory	Myanmar

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Trade Marks	
Charges and Payment Terms	1.ABE Endorsed Licence Fee = **£4,500** (£900 for each of the five programmes) ABE will invoice the Client for the Licence Fee. The Licence Fee must be paid by the Client before ABE will commence the Quality Assurance Review in accordance with clause 3.1 of the Terms and Condition. 2. Renewal Fee = **£2,250** (£450 for each of the five programmes) ABE will invoice the Client for the Renewal Fee at the end of the 'Year 1 period when the Client notifies ABE in writing that it wishes to extend the Endorsement Period for the Endorsed Programme/s in accordance with clause 4 of the Terms and Conditions. The Renewal Fee must be paid by the Client before ABE will consider whether to extend the Endorsed Period for that Endorsed Programme. **3. Registration and Certification Fee = £18 per learner registered** ABE will invoice the Client for the Registration and Certification Fee once the Client has registered the relevant Learner/s onto an Endorsed Programme/s in accordance with clause 5.1 of the Terms and Conditions. **Volume expectations** The services and fees above are calculated on the expectation of the following volumes of candidates from MIBA (Myanmar International Business Academy) **A minimum of 500 candidates registered across all programmes between June 1st 2018 and May 31st 2019.** **Though no minimum fee is charged as a part of this contract, the success and continued viability of the relationship will be assessed on ability to meet these expectations at the annual reviews.**
Programmes to be considered by ABE for endorsement and agreed target number of students and trainees to be enrolled on such Programmes	**Executive Diploma in Business Management & Administration** **Executive Diploma in Marketing Management** **Executive Diploma in Human Resource Management** **Executive Diploma in Project Management** **Executive Diploma in Financial Management** A minimum of 500 candidates registered across all programmes between June 1st 2018 and May 31st 2019.

Commencement Date	Will commence from the date of payment of the initial ABE Endorsed Licence Fee
Term	The Agreement shall commence on the Commencement Date and shall continue for an initial period of one year and continue thereafter unless or until terminated by either party in accordance with the Terms and Conditions
Special Terms	**'Year 1' for the purposes of this Agreement will be defined as the period between June 1st 2018 to May 31st 2019.** **ABE grants ABE Endorsed country exclusivity to MIBA for the five course titles as set out in this agreement for the initial one-year period.** **The continuation of the exclusivity beyond the Year 1 period may be granted if the minimum number of 500 candidates registered across all programmes in the Year 1 period is achieved by MIBA** **MIBA agree that ABE Endorsed Executive Diplomas in Business Management, HR Management and Marketing Management are not a replacement for standard ABE RQF qualifications at MIBA.**

1. This Agreement is made up of the following:

   (a) The Agreement Details; and
   (b) The Terms and Conditions.

2. The terms of the Agreement Details shall prevail to the extent that they conflict with any of the terms of the Terms and Conditions.

This Agreement has been entered into on the date stated at the beginning of it.

Signed by a Director duly authorised for and on behalf of Association of Business Executives Limited

....
Director

Signed by a Director duly authorised for and on behalf of MIBA (Myanmar International Business Academy)

....
Director

Terms and Conditions

Background

ABE has agreed to allow the Client to market and deliver to Learners in the Territory the Client's Programmes as being "ABE Endorsed" programmes subject to this Agreement

Agreed Terms

1 Interpretation

1.1 In this Agreement, unless the context otherwise requires.

Business Day means a day (other than a Saturday, Sunday or public holiday in England) when banks in London are open for business

Certificate means a certificate issued by or on behalf of ABE in respect of a Learner following that Learner's completion of an Endorsed Programme

Charges means ABE's charges for performing the services set out in this Agreement, including but not limited to the QAR Fee, the Renewal Fee, the Registration Fee and the Certification Fee as set out in the Agreement Details

Client shall have the meaning set out in the Agreement Details

Commencement Date shall have the meaning set out in the Agreement Details

Confidential Information means any information which is disclosed before, on or after the date of this Agreement by one party ("the disclosing party") to the other ("the receiving party") which is marked as confidential or that would appear to a reasonable business person to be confidential and which relates to the business or affairs of the disclosing party, including information relating to the products, operations, processes, plans, intentions, developments, trade secrets, know-how, designs, software, market opportunities, personnel, customers, clients and suppliers of the disclosing party

DP Legislation means the Data Protection Act 1998, the EU Data Protection Directive 95/46/EC, the General Data Protection Regulation (Regulation (EU) 2016/679) (**"the GDPR"**), the Regulation of Investigatory Powers Act 2000, the Telecommunications (Lawful Business Practice) (Interception of Communications) Regulations 2000 (SI 2000/2699), the Electronic Communications Data Protection Directive 2002/58/EC, the Privacy and Electronic Communications (EC Directive) Regulations 2003, as in each case may be amended from time to time, and all applicable laws and regulations relating to processing of personal data and privacy, including where applicable the guidance and codes of practice issued by the Information Commissioner

Eligible Programme means a Programme which ABE notifies the Client is eligible to be considered for endorsement by ABE in accordance with clause 2.4

Endorsed Programme means an Eligible Programme that ABE has agreed to endorse in accordance with, and subject to, the terms of this Agreement

Intellectual Property Rights means patents, utility models, rights to inventions, copyright and related rights, trade marks and service marks, trade names and domain names, rights in get-up, goodwill and the right to sue for passing off or unfair competition, rights in designs, rights in computer software, database rights, rights to preserve the confidentiality of information (including know-how and trade secrets) and any other intellectual property rights, including all applications for (and rights to apply for and be granted), renewals or extensions of, and rights to claim priority from, such rights and all similar or equivalent rights or forms of protection which subsist or will subsist, now or in the future, in any part of the world

Learner means a student or trainee registered with ABE as participating in an Endorsed Programme

Programme means a programme of education or training offered by or on behalf of the Client

Quality Assurance Review means the review of an Eligible Programme undertaken by a Quality Reviewer in accordance with this Agreement to assess whether the Eligible Programme meets ABE's requirements including, but not limited to, the Quality Requirements, to qualify it for consideration by ABE as an Endorsed Programme

Quality Requirements means ABE's quality requirements, including the "ABE Endorsed Quality Assurance Criteria" and any other quality requirements notified by ABE to the Client from time to time, which must be satisfied in order for an Eligible Programme to be eligible for consideration by ABE as an Endorsed Programme

Quality Reviewer means the individual working for or on behalf of ABE or one of ABE's quality assurance service partners who is responsible for undertaking a Quality Assurance Review

Term means the term of this Agreement, as determined in accordance with clause 10.1

Territory shall have the meaning set out in the Agreement Details

Trade Marks means the trade marks identified in the Agreement Details and any other trade marks notified in writing to the Client by ABE from time to time

Year means the period of 12 consecutive months from the Commencement Date and each consecutive period of 12 months thereafter during the continuance of this Agreement

1.2 In this Agreement references to the singular include the plural and vice versa; references to any one gender incorporate references to all genders; and references to persons include bodies corporate, unincorporated associations, partnerships, and individuals.

1.3 The Schedules form part of this Agreement and shall have effect as if set out in full in the body of this Agreement and any reference to this Agreement includes the Schedules.

1.3 Clause, Schedule and paragraph headings shall not affect the interpretation of this Agreement.

1.4 A reference to a statute or statutory provision is a reference to it as amended, extended or re-enacted from time to time and a reference to a statute or statutory provision shall include all subordinate legislation made from time to time under that statute or statutory provision.

2. Application Procedure

2.1 Where the Client wishes for a Programme to be endorsed by ABE, the Client shall notify ABE and provide any information required by ABE in respect of that Programme in the format required by ABE (**"the Application"**) in order that ABE can determine whether that Programme is an Eligible Programme

2.2 Following receipt of an Application, ABE will determine, at its absolute discretion, whether that Programme is an Eligible Programme. ABE is unlikely to consider a Programme to be an Eligible Programme where that Programme

2.2.1 is considered by ABE to represent a business and/or reputational risk to ABE;

2.2.2 relates to

a) professional and occupational specialisms, specifically programmes with specific legal requirements for the eligibility for the job role, such as teaching and medical roles, as well as a licence to practice status;

b) education and/or training that includes working with children and/or vulnerable adults;

c) hazardous work in the nuclear industry or with hazardous chemicals; or

d) education and/or training that teaches skills closely linked to life or death situations, such as those associated with: first aid and medical procedures; the administration of drugs/pharmaceuticals or vaccinations; how to handle and discharge firearms or explosives; how to manage a hostage situation; counter terrorism; how to secure safety of individuals working in high-risk environments; how to physically intervene with hostile or potentially hostile individuals;

2.2.3 has a title which is in contravention of clause 2.3; or

2.2.4 presents a risk which is unacceptable to ABE for any other reason.

2.3 Where the Client wishes for a Programme to be endorsed by ABE, the title of the Programme:

2.3.1 may use adjectives to show a progression pathway (e.g. 'Introductory programme in' or 'Intermediate programme in' or 'Advanced programme in'), but use of a level or other description in relation to a qualification's framework (e.g. 'Level 2 Certificate in' or 'Level 5 Award in') is not permitted;

2.3.2 must not use identical titles with nationally or internationally recognised qualifications from awarding organisations, professional or any standards-setting bodies;

2.3.3 must not include any word(s) that indicate a licence to practise status; and

2.3.4 must not include a brand name of another organisation (e.g. an employer) unless otherwise agreed with ABE.

2.4 Within a reasonable period following receipt of an Application, ABE shall notify the Client in writing of whether or not the Programme is an Eligible Programme. ABE's decision as to whether or not a Programme is an Eligible Programme is final and cannot be appealed by the Client.

3. Quality Assurance Review

3.1 Where ABE determines that a Programme is an Eligible Programme ABE shall, subject to the Client paying ABE's QAR Fee in accordance with clause 6 and the Agreement Details, appoint a Quality Reviewer to undertake a Quality Assurance Review in respect of the Eligible Programme. The time required for a Quality Reviewer to undertake a Quality Assurance Review will depend upon factors such as the nature of the Eligible Programme and the availability of the Quality Reviewer. The timeframe will be discussed, and an indicative timetable agreed, by ABE and the Client before the Quality Assurance Review commences.

3.2 The Quality Assurance Review will assess (amongst other things) the quality controls and proposed learner experience relating to delivery of the Eligible Programme and the reliability of the Eligible Programme's assessment process. The Quality Assurance Review will not assess the quality of the content of the Eligible Programme.

3.3 The process undertaken by the Quality Reviewer in respect of the Quality Assurance Review will include (but may not be limited to):

3.3.1 collection of evidence to enable the Quality Reviewer to make a judgment on whether the Eligible Programme satisfies the Quality Requirements;

3.3.2 examination and review of the Client's policies, processes and procedures for ensuring quality in respect of the Eligible Programme;

3.3.3 an assessment on whether the Client has a high-quality environment for the delivery of the Eligible Programme; and

3.3.4 an assessment on whether the Client has designed, delivered, quality assured and assessed the Client's own education and training to the appropriate standards required to meet the stated aims of the Eligible Programme.

3.4 The process undertaken by the Quality Reviewer in respect of the Quality Assurance Review will not include:

3.4.1 a judgment about the content or level of the Eligible Programme or any of the Client's other education or training programmes;

3.4.2 an assessment of any learner and/or trainee work; or

3.4.3 any due diligence evaluation, including financial assessment, regarding the Client's activities.

3.5 The Client shall permit the Quality Reviewer:

3.5.1 access to the Client's premises and facilities;

3.5.2 to view and receive from the Client copies of all documents reasonably requested by the Quality Reviewer;

3.5.3 to view the operation of procedures pursuant to any reasonable request of the Quality Reviewer, for the purpose of conducting the Quality Assurance Review on such dates and at such times as shall be agreed in writing by the parties from time to time.

3.6 Following completion of a Quality Assurance Review and receipt of the Quality Reviewer's findings, ABE will issue a report to the Client confirming whether ABE is willing to endorse the Eligible Programme ("the Report"). Where ABE confirms that it is willing to endorse the Eligible Programme, the Eligible Programme will be an Endorsed Programme with effect from the date of the Report ("the Endorsement Date") for the period set out in clause 4 (subject to any earlier rights of termination and withdrawal set out in this Agreement).

3.7 Where ABE indicates that it is not willing to endorse the Eligible Programme, the Report will provide the reasons for ABE's decision. The Client may reapply once for the Eligible Programme to be considered for endorsement by ABE for no additional charge provided that the reapplication in respect of that Eligible Programme is submitted to ABE in the format required by ABE and is received by ABE within 6 months from the date of the original Application. The reapplication should address the reasons in the Report specifying why the original Application did not satisfy ABE's requirements. Unless otherwise agreed by ABE, any reapplication received by ABE outside of the 6 month timeframe detailed in this clause 3.6 will be treated as a new application and the Programme will be reviewed again, subject to that Programme being an Eligible Programme and the Client paying ABE's QAR Fee in accordance with clause 6 and the Agreement Terms.

3.8 ABE has sole discretion on whether to grant or refuse ABE's endorsement of an Eligible Programme. Any decision made by ABE is final and cannot be appealed by the Client.

4. Endorsement

4.1 The Client may describe its Endorsed Programmes as being "ABE Endorsed" in its literature and on its website with effect from the Endorsement Date for the period set out in clause 4.3 ("the Endorsement Period"), subject to the terms of this Agreement.

4.2 The fact that the Client delivers an Endorsed Programme does not denote that any other programme or activity delivered by the Client is endorsed by ABE or that the Client itself is endorsed by, or affiliated with, ABE. The Client shall not make any comments or publish any statement inconsistent with this clause 4.2.

4.3 The Client shall maintain each Endorsed Programme in accordance with the Quality Requirements on a continuous basis. The Endorsement Period in respect of an Endorsed Programme shall commence on the Endorsement Date and shall continue (unless ABE's endorsement of the Endorsed Programme is withdrawn or terminated earlier in accordance with

this Agreement) for an initial period of 12 months ("the Initial Endorsement Term") when it shall expire automatically, unless ABE and the Client have agreed to extend the Endorsement Period in accordance with clauses 4.4 to 4.7 (inclusive) below. ("the Extended Endorsement Term"). Unless the Endorsement Period is further extended in accordance with this clause 4, or ABE's endorsement of the Endorsed Programme is withdrawn or terminated earlier in accordance with this Agreement, the Endorsement Period shall expire automatically at the end of an Extended Endorsement Term.

4.4 Prior to the expiry of the Initial Endorsement Term or any Extended Endorsement Term (as the case may be) ABE shall enquire as to whether the Client wishes to extend the Endorsement Period for a further period of 12 months. If the Client wishes to extend the Endorsement Period, the Client shall notify ABE in writing prior to the expiry of the Initial Endorsement Term or the Extended Endorsement Term (as the case may be) and shall pay the Renewal Fee in accordance with clause 6 and Schedule 2.

4.5 If the Client notifies ABE that it wishes to extend the Endorsement Period in accordance with clause 4.4 then, subject to ABE receiving payment of the Renewal Fee, ABE will appoint a Quality Reviewer to undertake a further Quality Assurance Review in respect of the relevant Endorsed Programme. The Quality Reviewer shall:

4.5.1 assess whether the Endorsed Programme remains active; and

4.5.2 undertake a Quality Assurance Review in accordance with clauses 3.2 to 3.5 (inclusive).

4.6 Following completion of a Quality Assurance Review in accordance with clause 4.5, ABE will issue a report ("Renewal Report") confirming whether ABE is willing to extend the Endorsement Period in respect of the Endorsed Programme. Where ABE confirms that it is willing to extend the Endorsement Period for the Endorsed Programme, the Endorsement Period in respect of that Endorsed Programme will be extended for a further period of 12 months from the expiry of the then current Initial Endorsement Term of Extended Endorsement Term (as the case may be). Where ABE is not willing to extend the Endorsement Period for the Endorsed Programme, the Renewal Report will provide the reasons for ABE's decision and the Endorsed Programme will cease to be an Endorsed Programme from the then current Initial Endorsement Term of Extended Endorsement Term (as the case may be).

4.7 Where ABE has stated that it is not willing to extend the Endorsement Period for an Endorsed Programme pursuant to clause 4.6, the Client may request that ABE reassesses that programme ("the Renewal Reassessment"). Any request for a Renewal Reassessment must be received by ABE within three months from the date of the Renewal Report and such Renewal Reassessment may be subject to an additional fee which must be paid by the Client before ABE will undertake the Renewal Reassessment. Before ABE conducts the Reassessment, the Client shall inform ABE how it has addressed ABE's reasons for refusing to extend the Endorsement Period for the Endorsed Programme as specified in the Renewal Report. **Unless otherwise agreed by ABE, any Renewal Reassessment request received by ABE later than 3 months from the date of the Renewal Reassessment will be treated as a new application and the Programme will be reviewed again, subject to the Programme being an Eligible Programme and, unless otherwise agreed by ABE, the Client paying ABE's QAR Fee in accordance with clause 6 and the Agreement Details.**

4.8 ABE reserves the right to conduct up to a maximum of two additional Quality Assurance Reviews in any 12 month period where ABE has become concerned that an Endorsed Programme does not meet ABE's requirements. A trigger for concern could include, but is not limited to:

4.8.1 whistleblowing;

4.8.2 significantly lower Learner numbers than anticipated when ABE agreed to endorse the Programme;

4.8.3 changes to the Endorsed Programme, including any changes to the delivery model of the Endorsed Programme; or

4.8.4 a change of control of the Client.

ABE may charge the Client additional fees if, in ABE's opinion, an additional Quality Assurance Review becomes necessary in respect of an Endorsed Programme. ABE will inform the Client of any additional fees before conducting any additional Quality Assurance Reviews pursuant to this clause 4.8. If the Client does not pay ABE's additional fees, or if ABE's Quality Assurance Review establishes that the Endorsed Programme does not satisfy ABE's requirements, ABE will inform the Client in writing and the Programme will cease to be an Endorsed Programme with effect from the date specified in ABE's notice.

4.9 ABE has sole discretion on whether to extend the Endorsement Period and whether to withdraw ABE's endorsement of a Programme. Any decision made by ABE is final and cannot be appealed by the Client.

5. Registration and Certification

5.1 The approved title(s) of an Endorsed Programme shall be listed by ABE on ABE's online portal ("the Portal") as soon as reasonably practicable following the Endorsement Date. The Client shall use the Portal to register as Learners any students or trainees who are enrolled on an Endorsed Programme within sixty days from the date of enrolment by the Client.

5.2 Before a student or trainee enrols on an Endorsed Programme, the Client shall ensure that the student or trainee is made aware that when they complete the Endorsed Programme it does not mean that they will obtain an ABE qualification. An ABE qualification certificate will not be awarded to a Learner on completion of an Endorsed Programme.

5.3 The Client shall pay ABE a Registration and Certification Fee in respect of each Learner in accordance with clause 6 and the Agreement Details.

5.4 The Client shall, using the Portal, inform ABE when a Learner completes an Endorsed Programme and shall, at the same time, inform ABE if the Client wishes ABE to issue a Certificate in respect of that Learner. ABE will, subject to receiving payment of ABE's Registration and Certification Fee, make available a Certificate for that Learner. ABE will only make available Certificates in accordance with the Client's instructions.

5.5 The Client shall not issue its own certificates in respect of an Endorsed Programme. The Client may, at ABE's discretion, endorse a Certificate itself by requesting ABE to include the Client's logo on the Certificate subject to the parties agreeing a higher Registration and Certification Fee for such endorsement and the Client paying such higher Registration and Certification Fee in advance of ABE making the Certificate available.

5.6 If no students or trainees are registered onto an Endorsed Programme for a continuous period of 12 months, ABE reserves the right to withdraw its endorsement of the Endorsed Programme by notice in writing to the Client, and the Endorsed Programme will cease to be an Endorsed Programme with effect from the date specified in ABE's notice.

5.7 If the Client claims a Certificate in error, or makes a mistake when registering a Learner on the Portal (for example, if a name is misspelt), the Client shall inform ABE. If incorrect details have been input into the Portal, the Client will have to re-register the Learner using the correct details. If the Client claims a Certificate in error, or makes a mistake when registering a Learner on the Portal, an additional Registration and Certification Fee may be payable by the Client.

5.8 If the Client requires the title of an Endorsed Programme to appear on a Certificate in a language other than English and/or if the Client plans to market the programme in a language other than English, the Client shall provide the relevant titles and marketing materials as English translations to ABE at the point at which the relevant Application is made. The cost of any translation will be borne by the Client.

5.9 The Client shall, in respect of each Quality Assurance Review pursuant to clause 4.5, provide ABE with details of the number of Learners who have completed the relevant Endorsed Programme over the preceding 18 months and shall agree with ABE a target for the number of students and trainees which the Client will enrol on the Endorsed Programme in the following 12 months (ABE's approval not to be unreasonably withheld or delayed).

6. Payment Terms

6.1 In consideration of the provision of the services set out in this Agreement by ABE, the Client or the Agent acting on behalf of the Client shall pay the Charges.

6.2 ABE shall invoice the Client or the Agent acting on behalf of the Client for the Charges in accordance with the Agreement Details. The Client or the Agent acting on behalf of the Client shall pay each invoice submitted to it by ABE within 14 days of receipt in pound sterling to a bank account nominated in writing by ABE from time to time.

6.3 All amounts due under this Agreement shall be paid by the Client or the Agent acting on behalf of the Client to ABE in full without any set-off, counterclaim, deduction or withholding (other than any deduction or withholding of tax as required by law).

6.4 All sums payable to ABE under this Agreement are exclusive of VAT and any other sales tax applicable in any jurisdiction, and the Client or the Agent acting on behalf of the Client shall in addition pay an amount equal to any VAT and other sales tax chargeable on those sums on delivery of an invoice in respect of the same.

6.5 If the Client or the Agent acting on behalf of the Client fails to make any payment due to ABE under this Agreement by the due date for payment, then, without limiting ABE's remedies under clause 10, the Client shall pay interest on the overdue amount at the rate of 4% per annum above ABE's bankers' base rate from time to time. Such interest shall accrue on a daily basis from the due date until actual payment of the overdue amount, whether before or after judgment. The Client shall pay the interest together with the overdue amount.

7. Intellectual Property Rights

7.1 All Intellectual Property Rights in and to the Trade Marks belong, and shall belong, to ABE and/or its licensors.

7.2 ABE grants to the Client a non-exclusive licence to use the Trade Marks in the Territory for the purposes set out in clause 4.1, subject to the terms of this Agreement.

7.3 Any goodwill derived from the use by the Client of the Trade Marks shall accrue to ABE. ABE may, at any time, call for a document confirming the assignment of that goodwill to ABE and the Client shall immediately execute it.

7.4 The Client shall not do, or omit to do, or permit to be done, any act that will or may weaken, damage or be detrimental to the Trade Marks or the reputation or goodwill associated with the Trade Marks or ABE, or that may invalidate or jeopardise any registration of the Trade Marks.

7.5 The Client shall not:

7.5.1 apply for, or obtain, registration of the Trade Marks for any goods or services in any country; or

7.5.2 apply for, or obtain, registration of any trade or service mark in any country which consists of, or comprises, or is confusingly similar to, the Trade Marks.

7.6 The Client shall take all such steps as ABE may reasonably require to assist ABE in maintaining the validity and enforceability of the Intellectual Property Rights in the Trade Marks in the Territory during the term of this Agreement.

7.7 The Client's licence to use the Trade Marks is subject to the Client complying with all specifications, standards, directions and instructions (including, but not limited to, any ABE Endorsed Brand Rules and Regulations) relating to the Trade Marks, as notified in writing by ABE from time to time.

7.8 The Client shall promptly inform ABE of any suspected unauthorised use of the Trade Marks (or any confusingly similar marks) of which it becomes aware, and shall provide ABE with such documents, information and assistance as it can in relation to any such use.

7.9 No rights or licences are conferred on the Client pursuant to this Agreement except those expressly set out in this Agreement.

7.10 ABE makes no representation or warranty as to the validity or enforceability of the Intellectual Property Rights in the Trade Marks.

8. Confidentiality

8.1 Each party undertakes that it shall not at any time during or after expiry or termination of this Agreement, disclose to any person any confidential information concerning the business, affairs, customers, clients or suppliers of the other party, nor any of the terms of this Agreement, except as permitted by clause 8.2.

8.2 Each party may disclose the other party's confidential information:

8.2.2 to its employees, officers, representatives or advisers who need to know such information for the purposes of exercising the party's rights or carrying out its obligations under or in connection with this Agreement. Each party shall ensure that its employees, officers, representatives or advisers to whom it discloses the other party's confidential information comply with this clause; and

8.2.3 as may be required by law, a court of competent jurisdiction or any governmental or regulatory authority.

8.3 No party shall use any other party's confidential information for any purpose other than to exercise its rights or perform its obligations under or in connection with this Agreement.

9. Protection and Processing of Personal Data

9.1 Each party shall comply with its respective obligations under the provisions of applicable DP Legislation and references in this clause to "data processor", "data controller", "data subject" and "personal data" shall have the meanings defined in the Data Protection Act 1998.

9.2 Each party warrants to the other that it will process the personal data in compliance with all applicable laws, enactments, regulations, orders, standards and other similar instruments.

9.3 ABE warrants that, having regard to the state of technological development and the cost of implementing any measures, it will:

9.3.1 take appropriate technical and organisational measures against the unauthorised or unlawful processing of personal data and against the accidental loss or destruction of, or damage to, personal data to ensure a level of security appropriate to:

(a) the harm that might result from such unauthorised or unlawful processing or accidental loss, destruction or damage; and

(b) the nature of the data to be protected.

9.3.2 take reasonable steps to ensure compliance with those measures.

9.4 The Client warrants where it provides or makes available any personal data to ABE for the purposes of ABE performing any of its obligations or exercising any of its rights under this

Agreement, it shall be acting lawfully in doing so and shall, where required by law, have obtained any necessary prior consents from the relevant data subject(s).

9.5 The Client acknowledges that ABE is reliant on the Client for direction as to the extent to which the ABE is entitled to use and process the personal data. Consequently, ABE will not be liable for any claim brought by a data subject arising from any action or omission by ABE, to the extent that such action or omission resulted directly from the Client's instructions.

9.6 If any change in any DP Legislation (including for the avoidance of doubt any change introduced as a result of or otherwise in connection with the GDPR impacts or may have an impact on this Agreement, the parties shall negotiate in good faith to amend and modify the provisions and terms of this Agreement so as to achieve so far as possible compliance with the relevant change in DP Legislation without rendering (i) this Agreement so amended or modified illegal invalid or unenforceable, or (ii) either party in breach of any DP Legislation.

10. Duration and Termination

10.1 This Agreement shall come into force on the Commencement Date and, subject to the rights of earlier termination set out in this Agreement, shall continue for the Initial Period and continue thereafter unless or until terminated by either party on not less than six months' written notice to the other party, such notice to expire on the expiry of the Initial Period or on an anniversary of the Commencement Date following expiry of the initial period.

10.2 ABE may terminate this Agreement immediately by giving notice in writing to the Client if:

10.2.1 there is at any time a change in the ownership or control of the Client in the event that;

10.2.2 the Client does any act which ABE reasonably deems to be harmful to ABE's name or reputation or may bring ABE into disrepute;

10.2.3 the Client is subject to investigation by ABE or any third party in relation to malpractice, maladministration or misrepresentation;

10.2.4 the Client fails to comply with the ABE Endorsed Brand Rules and Regulations set out in Schedule 4;

10.2.5 the Client fails to pay any amount due under this Agreement on the due date for payment and remains in default not less than 14 days after being notified in writing to make such payment; or

10.2.6 the number of Learners enrolled on an Endorsed Programme is less than 70% of the Learner number target agreed by the parties in accordance with the Agreement Details or clause 5.9 after a period of 12 months from the date that the target was agreed by the parties, and the Client fails to increase the number of Learners enrolled on that Endorsed Programme to not less than 70% of the relevant target within such longer period, and in accordance with any remedial plan, agreed by the parties

10.3 Either party shall be entitled forthwith to terminate this Agreement by written notice to the other if

10.3.1 subject to clause 10.2.5, the other party commits a material breach of any of the provisions of this Agreement and in the case of a breach capable of remedy fails to remedy the same within 30 days after receipt of a written notice giving full particulars of the breach and requiring it to be remedied;

10.3.2 the other party repeatedly breaches any of the terms of this Agreement in such a manner as to reasonably justify the opinion that its conduct is inconsistent with it having the intention or ability to give effect to the terms of this Agreement;

10.3.3 the other party suspends, or threatens to suspend, payment of its debts or is unable to pay its debts as they fall due or admits inability to pay its debts or is deemed unable to pay its debts within the meaning of section 123 of the Insolvency Act 1986;

10.3.4 the other party commences negotiations with all or any class of its creditors with a view to rescheduling any of its debts, or makes a proposal for or enters into any compromise or arrangement with its creditors;

10.3.5 a petition is filed, a notice is given, a resolution is passed, or an order is made, for or in connection with the winding up of that other party;

10.3.6 an application is made to court, or an order is made, for the appointment of an administrator or if a notice of intention to appoint an administrator is given or if an administrator is appointed, over the other party

10.3.7 the holder of a qualifying floating charge over the assets of the other party has become entitled to appoint or has appointed an administrative receiver

10.3.8 a person becomes entitled to appoint a receiver over the assets of the other party or a receiver is appointed over the assets of the other party

10.3.9 a creditor or encumbrancer of the other party attaches or takes possession of, or a distress, execution, sequestration or other such process is levied or enforced on or sued against, the whole or any part of the other party's assets and such attachment or process is not discharged within 14 days;

10.3.10 any event occurs, or proceeding is taken, with respect to the other party in any jurisdiction to which it is subject that has an effect equivalent or similar to any of the events mentioned in clauses 10.3.3 to 10.3.9 above (inclusive); or

10.3.11 the other party suspends or ceases, or threatens to suspend or cease, carrying on all or a substantial part of its business; or

10.3.12 in accordance with clause 13 below.

10.4 Without prejudice to any other right or remedy it may have, ABE may suspend or withdraw its endorsement of a programme under this Agreement by giving notice in writing to the Client in the circumstances set out in clauses 10.2 and 10.3.

10.5 Any waiver by either party of a breach of any provision of this Agreement shall not be considered as a waiver of any subsequent breach of the same or any other provision thereof.

10.6 The rights to terminate this Agreement set out in this clause 10 and ABE's rights under clause 10.4 shall be without prejudice to any other right or remedy of either party in respect of the breach concerned (if any) or any other breach.

11. Consequences of Termination

11.1 Subject to clause 11.2, upon the termination for any reason of this Agreement:

11.1.1 all rights granted to the Client under this Agreement shall cease and the Client shall cease to make any use of the Trade Marks

11.1.2 the Client shall cease all activities authorised by this Agreement; and

11.1.3 the Client shall immediately pay to ABE any sums due to ABE

11.2 ABE may, at its sole discretion, continue to provide the services set out in this Agreement (or any part of them) following expiry or termination for any reason of this Agreement, on the same terms as set out in this Agreement or as otherwise agreed between the parties in respect of any Endorsed Programme where a Learner has commenced but not completed that Endorsed Programme as at the date of expiry or termination of this Agreement. The Client shall remain liable to pay the Charges in accordance with clause 6 and the Agreement Details and shall comply with its obligations under this Agreement in respect of any such Endorsed Programme.

11.3 Where ABE withdraws its endorsement of a Programme for any reason under this Agreement:

11.3.1 all rights granted to the Client under this Agreement shall cease and the Client shall cease to make any use of the Trade Marks in respect of that Programme;

11.3.2 the Client shall cease all activities authorised by this Agreement in respect of that Programme;

11.3.3 the Client shall immediately pay to ABE any sums due to ABE in respect of that Programme; and

11.3.4 any Learner which has commenced but not completed the Programme as at the date of withdrawal of ABE's endorsement of the Programme shall not be entitled to receive a Certificate.

11.4 Expiry or termination of this Agreement shall not affect the coming into force or the continuance in force of any provision in this Agreement which is expressly or by implication intended to come into or continue in force on or after such termination. For the avoidance of doubt clauses 6 to 13 inclusive shall continue in force following expiry of termination of this Agreement for any reason.

12. Liability

12.1 Subject to clause 12.2 below:

12.1.1 ABE shall not be liable to the Client for:

(a) any loss of profits, business, business opportunities, revenue, turnover, reputation or goodwill;

(b) any loss or corruption of data or information;

(c) loss of anticipated savings or wasted expenditure (including management time);

(d) any loss or liability under or in relation to any other contract; or

(e) any type of indirect or consequential loss or damage, costs, expenses or other claims for consequential compensation whatsoever (howsoever caused) which arise out of or in connection with this Agreement.

13. Force Majeure

Neither party shall in any circumstances be in breach of this Agreement nor liable for delay in performing, or failure to perform, any of its obligations under this Agreement if such delay or failure results from events, circumstances or causes beyond its reasonable control, including, without limitation, strikes, lock-outs or other industrial disputes (whether involving the workforce of the affected party or any other party), interruption or failure of a utility service or transport or telecommunications network, act of God, war, riot, civil commotion, malicious damage, compliance with any law or governmental order, rule, regulation or direction, accident, breakdown of plant or machinery, fire, flood, storm or default of suppliers or sub-contractors. In such circumstances the affected party shall be entitled to a reasonable extension of the time for performing such obligations, provided that if the period of delay or non-performance continues for three months, the party not affected may terminate this Agreement by giving 30 days' written notice to the other party.

14. Nature of Agreement

14.1 ABE may at any time assign, mortgage, charge, subcontract, delegate, declare a trust over or deal in any other manner with any or all of its rights and obligations under this Agreement.

14.2 This Agreement is personal to the Client who may not without the prior written consent of ABE assign, mortgage, charge or otherwise dispose of any of its rights hereunder or sub-contract or otherwise delegate any of its obligations hereunder.

14.3 Nothing in this Agreement shall create or be deemed to create a partnership, joint venture or the relationship of principal and agent or employer and employee between the parties.

14.4 This Agreement contains the entire agreement between the parties with respect to the subject matter hereof, supersedes all previous agreements and understandings between the parties with respect thereto and may not be modified except by an instrument in writing signed by the duly authorised representatives of the parties.

14.5 Each party acknowledges that in entering into this Agreement it does not do so on the basis of, and does not rely on, any representation, warranty or other provision except as expressly provided herein and all conditions, warranties or other terms implied by statute or common law are hereby excluded to the fullest extent permitted by law.

14.6 If any provision of this Agreement is held by any court or other competent authority to be void or unenforceable in whole or part the parties shall negotiate in order to agree a mutually satisfactory provision to be substituted for the invalid, illegal or unenforceable provision which as nearly as possible validly gives effect to their intentions as expressed in this Agreement. If the parties are unable to agree such a provision within three months of commencement of those negotiations either party may terminate this Agreement by notice in writing.

14.7 Nothing in this Agreement confers or purports to confer on any third party any benefit or any right to enforce any term of this Agreement.

15. Notices and Service

15.1 Any notice required to be given under this Agreement shall be given in writing and shall be delivered personally, or sent by pre-paid first class post or recorded delivery or by commercial courier, to the relevant representative at the address detailed in the Agreement Details, or to such other address as may be specified by the relevant party by giving notice in writing to the other party in accordance with this clause 15.

15.2 Any notice shall be deemed to have been duly received:

15.2.1 if delivered personally, when left at the address and for the contact referred to in this clause 15.1; or

15.2.2 if sent by pre-paid first class post or recorded delivery, at 9.00 am on the seventh Business Day after posting; or

15.2.3 if delivered by commercial courier, on the date and at the time that the courier's delivery receipt is signed.

15.3 A notice required to be given under this Agreement shall not be validly given if sent by fax.

15.4 The provisions of this clause 15 shall not apply to the service of any proceedings or other documents in any legal action.

16. Proper Law and Jurisdiction

16.1 This Agreement shall be governed by and construed in all respects in accordance with the laws of England and Wales.

16.2 The Courts of England and Wales shall have exclusive jurisdiction over any claim or matter arising under or in connection with this Agreement or its subject matter or formation (including non-contractual claims) save that nothing in this clause 16.2 shall limit the right of ABE to bring proceedings in any other court of competent jurisdiction.

SQA
Scottish Qualifications Authority

30 January 2019

Kyaw Thu Aung
Myanmar International Business Academy – MIBA
Building (9), First Floor, MICT Park,
Hlaing Township,
Yangon, 11051
Myanmar

Contact Name: Donna Aitken
Direct Line: +44(0)141 500 5947
Email: donna.aitken@sqa.org.uk

Dear Colleague

I am writing to confirm that Myanmar International Business Academy – MIBA are currently in the process of applying for SQA Approval to deliver the Advanced Diploma in Civil Engineering and Advanced Diploma in Architectural Technology. Once approved, these qualifications will be delivered in both their Yangon and Mandalay Campus's.

Yours faithfully

Donna Aitken
International Project Officer
Scottish Qualifications Authority

Centre Agreement

between

OTHM
QUALIFICATIONS
and
INNO POWER COMPANY
LIMITED
T/A MYANMAR INTERNATIONAL BUSINESS ACADEMY
(MIBA)

Centre Number: DC/1511157
Agreement Date: 07 December 2018
Agreement Expiry: 31 December 2021

Centre authorised signature ______________________

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Centre authorised signature

PARTIES TO THIS AGREEMENT

OTHM Qualifications; Company Registration Number: 04930176; Registered Office at: Regus House, Victory Way, Crossways Business Park Dartford, Kent DA2 6QD, England (*the Awarding Organisation or "OTHM"*) Party A;

– and –

Inno Power Co. Ltd. T/A Myanmar International Business Academy (MIBA); Company Registration Number: 101229157; Registered Office at: No. 249, 7th Floor, Bagayar, Myay Ni Gone Township, Yangon 11111, Myanmar (*the Centre*) Party B.

Within the Agreement the parties named above shall be referred to as 'the parties'.

RECITALS

A. The definitions in Interpretations shall apply to these Recitals.

B. OTHM Qualifications is an Awarding Organisation which is internationally recognised and has established a reputation and goodwill in the name of OTHM, which is associated with high standards in the development; management and maintenance of qualification and programmes to ensure the quality and standards of delivery of said qualifications and programmes.

C. OTHM is the owner of certain confidential information and know-how relating to methods of conducting, marketing and promoting the said qualifications and programmes.

D. The Centre wishes to acquire from OTHM the right to use Trade Marks and deliver approved qualifications and programmes from the approved location in accordance with the terms of this Agreement.

1. INTERPRETATIONS

1.1 In this Agreement unless the context otherwise requires:

Agreement means this agreement and the Schedules attached hereto.

Approval means an approved Centre achieving and maintaining the relevant standards and requirements set down by Awarding Organisation in order to deliver approved qualifications and programmes.

Approval Date means the date of the Full Approval being confirmed.

Approval Visit means an inspection of the Centre's premises, staffing and other resources, procedures and policies carried out by Awarding Organisation, including interviews with the relevant personnel of the Centre prior to Approval.

Centre authorised signature ____________________

Approved Centre means an educational provider which is approved to deliver OTHM qualifications and programmes.

Awarding Organisation ("OTHM") means an organisation recognised by the Office of Qualifications and Examinations Regulation ("Ofqual") in respect of the General Conditions of Recognition (June 2016) to award or authenticate a specified qualification or qualifications, which shall be the Awarding Organisation in this Agreement.

Centre Approval Fee means the fees payable for approval by the Centre as set out in Schedule 1 comprising "the Centre Approval Fee" as described therein.

Commencement date means the date of this Agreement.

Delivery start date is the date of first teaching.

Fees means the non-refundable fees payable by the Centre to OTHM as set out in Schedule 1, which may include specified Learner registration fee.

Full Approval means written confirmation from the Awarding Organisation that the approved Centre has achieved Approval in relation to the specified approved qualifications and programmes.

General Conditions of Recognition means the General Conditions of Recognition issued by Ofqual in June 2016 or any subsequent version of this document.

Intellectual Property means any copyright, patent, trade mark, rights in databases and any other form of intellectual property protection relating to the Business in each case whether registered or unregistered, any application for such protection, and any rights in relation to any confidential information or know-how, existing at the relevant time anywhere in the world including (but not limited to) all rights in the Trade Marks.

Learner means a student who registers for an OTHM qualification.

Learner Registration Fees means the fees payable by the Centre for each Learner registered on any qualification as set out in Schedule 1.

Learner Registrations means the number of Learners registered by the Centre on any qualification as notified by the Centre to OTHM.

Location means the city or town that the Centre is operating from and has premises in. The Centre may operate in more than one location as described in Schedule 4 or other premises which must be approved in writing by OTHM. For the avoidance of doubt, the service of any notice or proceedings on the Centre shall be sent to the Centre address at the beginning of this Agreement.

Materials means the materials developed or prepared by and proprietary to the Awarding Organisation for use in conducting the approved qualifications and programmes.

Premises means the building or facilities that the Centre operates from. For the avoidance of doubt, the service of any notice or proceedings on the Centre shall be sent to the Centre address at the beginning of this Agreement.

Regulations means OTHM's specification, regulations and code of practice for the relevant qualifications and programmes as required by regulatory authorities.

Regulators refers to any regulatory body or agency appointed by Government in the United Kingdom which has legal regulatory oversight of OTHM's qualifications and programmes. This includes, but is not limited to, the Office of Qualifications and Examinations Regulation (Ofqual) in England and Qualifications Wales in Wales.

Sanctions Policy means the OTHM sanctions policy that may be applied in the event that an approved Centre does not comply with the provisions of the Centre Agreement.

The Business means the business of providing qualifications and programmes only limited to those that OTHM shall offer.

Trade Marks means the trademarks or trade names or applications for trademarks or trade names. These may be added to, deleted or amended by OTHM from time to time including but not limited to all rights of OTHM in the Trade Name.

Trade Name means "OTHM" or any derivative thereof.

Unique Learner Number (ULN) means a nine-digit number allocated to every person over 16 years of age involved in education and training in England and Wales.

1.2 In this Agreement unless stated otherwise:

1.2.1 the singular includes the plural and vice versa and reference to either gender includes the other gender;

1.2.2 reference to persons include bodies corporate, unincorporated associations and partnerships;

1.2.3 any term defined in the Interpretations in the singular shall have an equivalent meaning in the plural and vice versa;

1.2.4 headings are for reference purposes only and shall not affect the construction of anything in this Agreement; and

1.2.5 references to "clauses" are to clauses or sub-clauses of this Agreement, and references to a "Schedule" are to a schedule to this Agreement.

1.3 In this Agreement:

1.3.1 any reference to any statute or statutory instrument or any section or part thereof includes any enactment replacing or amending it or any instrument, order or regulation made under it and also includes any past statutory provisions (as from time to time modified or re-enacted) which such provision has directly or indirectly replaced; and

1.3.2 words and phrases defined in the Companies Act 2006 have the same meanings in this Agreement but the word "company" includes any body corporate.

2. CONDITION PRECEDENT

2.1 The Centre will successfully complete the Approval process as detailed on the OTHM's website www.othm.org.uk.

2.2 Prior to signing this Agreement, all centre approval fees must be paid in full.

2.3 The Centre hereby undertakes and agrees that it will not advertise or offer any approved qualifications and programmes until after Full Approval.

2.4 Following completion of the centre approval process, payment of fees and submission of a signed centre agreement, a Centre Approval letter will be issued to the Centre stating date of commencement of Approval and the duration thereof. This can be displayed by the Centre.

3. GRANTS OF APPROVAL

3.1 The Awarding Organisation approves the Centre to deliver approved qualifications and programmes and to do the following, but only in connection with delivering those approved qualifications and programmes:

3.1.1 use the Trade Marks; and

3.1.2 use OTHM's Intellectual Property as necessary for the delivery of the approved qualifications and programmes for which it has paid.

3.2 The Awarding Organisation reserves the right to operate the Business anywhere in the World without restriction.

3.3 For the avoidance of doubt, nothing in this Agreement shall prevent the Awarding Organisation from establishing or permitting any other centre, website or any other distribution or advertising channels for the purposes of providing approved qualifications and programmes and developing the Business anywhere in the World.

Centre authorised signature ____________________

4. FEE

4.1 At the end of 3rd year of the initial and subsequent approval date, the Centre shall pay the Renewal Fee to OTHM by direct payment to its bank account specified in Schedules 1 and 2.

4.2 The Awarding Organisation may attribute any money which it receives from or on behalf of the Centre, to any sum owed by the Centre to OTHM regardless of any designation of such payment.

4.3 The Centre acknowledges and agrees that it has no right to withhold payment of any sums referred to in Fees by reason of its dissatisfaction with OTHM's performance of its obligations pursuant to this Agreement and that if it is so dissatisfied it will pursue other remedies at law which may be available to it.

4.4 If the Awarding Organisation accepts payment from any third party, company or individual who is not the Centre in respect of payments due hereunder from the Centre, such acceptance shall not in any way imply that:

4.4.1 The Awarding Organisation has accepted a transfer of this Agreement or any of the rights thereunder granted, to such third party; nor

4.4.2 It shall be obliged to accept any payment under this Agreement from such source in the future.

4.5 All fees legitimately paid to the Awarding Organisation are non-refundable.

4.6 The Awarding Organisation reserves the right to make alterations to the Fee Structure at its discretion. The OTHM will give the Centre reasonable notice in writing of any changes.

5. PURPOSE OF THIS AGREEMENT

5.1 This Agreement sets out the terms of the contractual relationship between the parties and the role and responsibilities of the Centre in their dealings with the Awarding Organisation.

5.2 The contents of this Agreement are in keeping with the requirements of the General Conditions of Recognition issued by The Office of Qualifications and Examinations Regulation (Ofqual) as the regulator of qualifications (other than degrees), examinations and assessments in England.

5.3 By signing this Agreement, the Centre confirms their understanding of the terms and conditions and agrees to adhere to the requirements herein. The terms specified in this Agreement will be referred to where there is any dispute or disagreement relating to the role and responsibilities of a Centre.

Centre authorised signature ______________________

6. THE CENTRE'S RESPONSIBILITIES

The Centre hereby agrees that it will:

6.1 General Conditions of Recognition

6.1.1 Take all reasonable steps to ensure that the Awarding Organisation is able to comply with the requirements of the General Conditions of Recognition in relation to the activity it undertakes to deliver the specified elements of the approved qualifications and programmes on behalf of OTHM. In particular, those requirements specified in Condition C1 and C2 will be observed. Conditions C1 and C2 are provided in Schedule 5 of this Agreement.

6.2 Retention of records and access to records, people and premises

6.2.1 Maintain all Learner records and details of achievement in an accurate, timely and secure manner in line with the requirements of OTHM and the General Data Protection Regulation (GDPR) 2018 and make these records available for external quality assurance and auditing purposes, as required.

6.2.2 Take all necessary steps to comply with reasonable requests from OTHM for information, data or documents required by OTHM or by the regulators, including Ofqual, as soon as practicable.

6.2.3 Retain complete accurate records, for at least three years from completion of all approved qualifications and programmes and make these available to OTHM upon request. The records required will be specified by OTHM and may include assessment and verification records, certificate claims, Learner data for each Programme etc.

6.2.4 Provide OTHM and the Regulatory Authorities, on reasonable notice, access to premises, people and records as required, and fully co-operate with their monitoring activities, including but not limited to providing access to any and all premises used (including satellite centres and venues). Reasonable notice is normally five working days. However, OTHM reserves the right to conduct short or no notice visits in keeping with quality assurance activities and in compliance with the regulations.

6.3 Monitoring activity and Investigations

6.3.1 Assist the Awarding Organisation in carrying out any reasonable monitoring activities as part of the centre's on-going Approved Centre status and comply with the Awarding Organisation risk monitoring procedures as detailed in the Awarding Organisation Centre Handbook.

Centre authorised signature ______________

6.3.2 Contact the Awarding Organisation immediately in the event of any risks identified relating to the delivery of the Awarding Organisation qualifications.

6.3.3 Subject to the Centre's continued compliance with the Awarding Organisation delivery centre requirements, and payment of the monitoring fees (where applicable), the Centre approval status will continue until the agreement end date as specified above. The Centre must apply for re-approval at least 28 days before the agreement expires.

6.4 Centre Workforce

6.4.1 Retain a workforce of appropriate size and competence to undertake the delivery of the Programme. This includes taking reasonable steps to ensure occupational competence where this is required by OTHM for the assessment of specific approved qualifications and programmes.

6.4.2 Ensure that it has available sufficient managerial and other resources to enable it effectively and efficiently to undertake the delivery of the Programme(s) as required by OTHM.

6.4.3 Provide staff with appropriate inductions and professional development (including a development plan) to ensure staff can maintain the relevant expertise and competence required by OTHM.

6.4.4 Supply staff Curriculum Vitae and other evidence (for example original certificates) to OTHM in a timely manner upon request.

6.4.5 Have in place appropriate staff and relevant systems before the approved qualifications and programmes are made available in accordance with the requirements of the Programme(s).

6.4.6 Ensure that staff involved with a Programme understand the relevant specification provided by OTHM.

6.4.7 Ensure effective communications systems are in place internally to keep all relevant staff informed of current OTHM policies and procedures.

6.4.8 Ensure that quality assurance and management processes are in place and that these apply across all Centre locations.

6.5 Legislation

6.5.1 Undertake the delivery of the qualification in accordance with the Equality Act 2010.

6.5.2 Ensure all equipment and accommodation used to qualification delivery and assessment complies with the requirements of Health and Safety regulations.

Centre authorised signature ____________________

6.5.3 Comply with the requirements of Data Protection legislation in relation to all Learner data. The data collected from Learners will only be used for the purpose for which it has been collected and personal Learner information will not be disclosed to any unauthorised person or body. Personal data will be processed in accordance with under the General Data Protection Regulation (GDPR) 2018.

6.5.4 Comply with all relevant law, regulatory criteria and codes of practice as updated and amended from time to time, including the General Conditions of Recognition of June 2016 and subsequent versions.

6.6 Complaints and Review of Results

6.6.1 Operate a complaint handling and appeals process for the benefit of the learners.

6.6.2 Adhere to the Awarding Organisation's appeals process and provide appropriate information and support to enable learners to access the appeals process.

6.7 Malpractice and Maladministration

6.7.1 Have in place robust procedures for preventing and investigating incidents of malpractice or maladministration which are up to date and communicated across the Centre, its satellite Centres, sub-contractors and third parties.

6.7.2 Regularly review procedures for preventing and investigating incidents of malpractice or maladministration and make any improvements necessary to ensure they remain relevant and fit for purpose.

6.7.3 Take all reasonable steps to prevent incidents of malpractice or maladministration from occurring.

6.7.4 Take all reasonable steps to investigate any suspected incidents of malpractice or maladministration and rectify any negative impact of these incidents.

6.7.5 Develop an action plan for managing and rectifying the negative impact of any incidents of malpractice or maladministration and make this action plan available to the Awarding Organisation as required. This plan should also identify any areas of improvement required to ensure the malpractice or maladministration does not recur in the future.

6.7.6 Take appropriate and proportionate action against those responsible for the malpractice or maladministration to ensure it does not recur in the future.

6.7.7 Deliver, in full, the actions required to manage and rectify any identified incidents of malpractice or maladministration.

6.7.8 Promptly notify the Awarding Organisation of any incidents of malpractice or maladministration in line with the requirements of the Awarding Organisation's malpractice/maladministration policy.

6.7.9 Provide access to documents, records, data, staff, third parties, sub-contractors, Learners, branches or any other resource required by the Awarding Organisation during an investigation of centre of malpractice or maladministration.

6.8 Moderation/verification

6.8.1 Work in line with the moderation and verification processes specified in the centre handbook by the Awarding Organisation which will be undertaken by the Awarding Organisation or on its behalf.

6.8.2 Work in line with any instruction issued by the Awarding Organisation to change the marking of evidence generated by a Learner during an assessment.

6.9 Resources

6.9.1 Have adequate systems and resources in place, including staff, sufficient managerial resources, finances, equipment, materials and software, to support the delivery of the OTHM's qualifications.

6.9.2 Ensure all equipment and accommodation used to qualification delivery and assessment complies with the requirements of Health and Safety legislation and regulations and current Equalities Act 2010 and any successor legislation.

6.9.3 Have prior approval from OTHM to subcontract any services prior to undertaking such subcontract service.

6.9.4 Have an appropriate and effective system for the management of all sub-contracted services and that all policies and requirements referred to within the OTHM's Centre Handbook will apply to all branches affiliated to the centre.

6.9.5 Provide the necessary resources in accordance with any requirements outlined in the specification for each qualification or programme.

6.9.6 Ensure the security of any examination / assessment material in respect of storage and the handling process in line with the requirements of OTHM.

Centre authorised signature

6.9.7 Obtain and maintain within a reasonable timeframe the approval of the relevant governmental authorities (including the Ministry of Education, or equivalent, in the locality of the Premises) to enable the Centre to operate.

6.10 Learner Registration and Certification

6.10.1 Ensure adequate assessment of Learner's existing skills, knowledge and understanding is made prior to registration on OTHM's qualifications.

6.10.2 Register each Learner in line with the requirements of the Awarding Organisation to ensure that each Learner is uniquely identified.

6.10.3 Take appropriate and reliable steps to confirm each Learner's identity prior to registration and assessment taking place.

6.10.4 Use the record of the Learner's previous achievements to ensure that opportunities for credit transfer and exemption are maximised, where Learner consent is given.

6.10.5 Recognise any restrictions regarding the minimum amount of time that the learner must be registered with the Awarding Organisation before certification, as well as the combination of units and/or qualifications allowed.

6.10.6 Take reasonable steps to ensure that all relevant centre staff understand how and when to apply for learner registration and certification.

6.10.7 Take all reasonable steps to guard against fraudulent or mistaken claims for certificates.

6.10.8 Where appropriate, have arrangements in place to obtain on behalf of its Learners a Unique Learner Number (ULN) and a learner record (unless Learner chooses not to have one).

6.11 Minimum number of learner registration

6.11.1 Based on a single location, the Centre must guarantee at least 20, 30 and 40 learner registrations in year 1, 2 and 3 respectively. In case of renewed centres, they must guarantee 40 learner registrations each year.

6.11.2 If the Centre is operating in more than one location, they must guarantee a minimum number of learner registrations for each location as set out in 6.11.1 or Schedule 2.

6.11.3 The Centre shall use all reasonable endeavours to ensure that the minimum number of learner registrations are achieved each year as set out in 6.11.1 or 6.11.2 and Schedule 2.

Centre authorised signature ____________________

6.11.4 If the Centre fails to meet point 6.11.1 and/or 6.11.2 may be required to pay a penalty fee:

(a) Centre with a single location may be required to pay a penalty fee equivalent to the Centre renewal fee for their region.

(b) Centre with more than one location may be required to pay a penalty fee equivalent to the balance shortfall in numbers.

6.11.5 All penalty fees are calculated on a yearly basis and the year commences from the date of initial centre approval and every year thereafter.

6.11.6 Centres which fails to settle the penalty fee stated in 6.11.4 within 28 days from the date of issuing invoice may become an invalid centre and be removed from the approved centre list.

6.12 Late registration penalty

6.12.1 It is the Centre's responsibility to register learners with the Awarding Organisation within 28 days from the class commencement or enrolment whichever is earlier. The OTHM may require a copy of enrolment letter for each learner. Exceeding the 28 days period may cause sanctions against centre and/or an additional £50 penalty as a late registration fee per learner.

6.13 Management of third parties and sub-contractors

6.13.1 Implement and maintain an effective system for the management of all third party and sub-contracted services and any branches affiliated to the Centre and ensure that all policies and requirements referred to in this agreement apply to these third parties and sub-contractors.

6.13.2 Ensure that where a partnership arrangement exists the respective roles and responsibilities are documented and made available to the Awarding Organisation as required.

6.13.3 Have in place agreements with third parties and sub-contractors to ensure that all policies and requirements referred to in this agreement are enforceable with third parties and sub- contractors.

6.13.4 Ensure it has effective communications systems in place with third parties and sub- contractors to keep them up to date with the requirements of the awarding organisation and the regulators.

6.14 Withdrawal of approval and interests of Learners

6.14.1 Co-operate fully with the Awarding Organisation in cases where either the Centre or the Awarding Organisation decides it needs to withdraw

the Centre from its role in delivering a qualification. This co-operation will be provided whether the withdrawal is voluntary or not from the Centre's perspective.

6.14.2 Take all reasonable steps to protect the interests of Learners in the case of such a withdrawal as referred to in point 6.14.1. above. This will apply whether the withdrawal is voluntary or not from the Centre's perspective.

6.14.3 Adhere to the process specified by the Awarding Organisation for the withdrawal of the Centre from the delivery of approved qualifications and programmes (as outlined in the Centre Withdrawal Policy) whether the withdrawal is voluntary or not from the Centre's perspective.

6.15 Invoicing

6.15.1 All OTHM invoices require immediate payment upon receipt and in UK Pounds Sterling (GBP) only to OTHM's bank account as detailed in Schedule 3.

6.15.2 The Centre shall be responsible for all and any bank charges applicable to such payment.

6.15.3 All fees are stated exclusive of VAT, which will be charged and payable where applicable.

6.15.4 The Centre shall ensure that all fees shall be received by OTHM in cleared funds before registering learners and / or conducting EQA activities, failing which - (a) a late registration fee will apply as stated in 6.12; and (b) OTHM will not be bound by any of the obligations contained in this Agreement for as long as any fees remain unpaid.

6.15.5 OTHM shall be entitled to charge the Centre interest at the rate of 1% per calendar month or part thereof on any outstanding balance.

6.15.6 Centre which fails to settle an invoice within 28 days from the date of issuing may become an invalid centre and be removed from the approved centre list.

6.15.7 The Centre acknowledges and agrees that it shall comply with the payment terms stated on all invoices received.

6.16 Assessment

6.16.1 Have the staff, resources and systems necessary to support the assessment of units and the award, accumulation and transfer of credits and, where necessary, the recording of exemptions.

6.16.2 Have arrangements in place that allow for Recognition of Prior Learning (RPL), where appropriate and authorised by the OTHM.

Centre authorised signature ______________________

6.17 Use of logo(s)

6.17.1 An Approved Centre is allowed to use 'OTHM Qualifications' logo as provided by the Awarding Organisation to promote its qualifications only.

6.17.2 The Centre is barred from using logo(s) of regulatory body/bodies, e.g. Ofqual, Qualifications Wales and any other regulatory body including university partner(s).

6.17.3 Inappropriate use of any logo(s) as stated in 6.17.1 and 6.17.2 will constitute a serious breach of condition of centre approval and may be subject to sanctions and/or termination of centre approval.

6.18 General Centre requirements

6.18.1 Comply with all of the requirements specified in the Centre Agreement in order to continue to deliver approved qualifications and programmes.

6.18.2 Agree to the application of the Sanctions Policy as laid down in the Sanctions Policy published on the OTHM website www.othm.org.uk.

6.18.3 Conduct the qualifications and programme(s) only at the approved Premises. The use of any other location for the Centre's delivery of approved qualifications and programmes is specifically prohibited under the terms of this Agreement.

6.18.4 Actively promote the approved qualifications and programmes and supply OTHM with details of all marketing materials (including websites) to be published by the Centre in relations to the approved qualifications and programmes, in advance of publication.

6.18.5 Promptly inform OTHM in writing of any material change in the management, ownership or control of the Centre or any satellite sites affiliated to the Centre and referred to in this Agreement.

6.18.6 Conduct the Centre's teaching operations strictly in accordance with the Materials, the terms of which shall be deemed to form part of this Agreement. In the event of any conflict between the terms of this Agreement and the terms of the Materials, the terms of the Agreement shall prevail.

6.18.7 Use all reasonable endeavours to comply with requirements to register the total number of Minimum Learner Numbers as stated in 6.11.

6.18.8 Ensure that the Materials at all times remain the sole and exclusive property of OTHM. The Centre acknowledges that the copyright in the Materials vests in OTHM and that it will not take, or allow any other

Centre authorised signature

person to take, any copies of the Materials without the prior written consent of OTHM.

6.18.9 At all times observe the principles and provisions of OTHM's Equality and Diversity Policy regardless of any local customs, rules or regulations in the locality of the Centre.

6.18.10 Bring to Learners' attention OTHM's Privacy Statement.

6.18.11 Use only the Materials for tutors and for learners in the approved qualifications and programmes unless with the specific written agreement of OTHM (although the Centre may introduce into its teaching/learning additional local and typical examples and assignments in addition to the Materials supplied by OTHM).

6.19 Insurance

6.19.1 Shall put in place and maintain with a reputable insurance company an "All Risks" insurance policy subject to such minimum sums insured and such other conditions as may properly be required by the Centre in connection with the delivery of approved qualifications and programmes, including but not limited to liability in respect of employees and third parties; damage or destruction to the Centre's premises and loss of profits or business interruption.

6.19.2 A reputable insurance company is one registered under the Financial Conduct Authority in the UK or a local equivalent authority in any country outside of the UK.

6.19.3 On request from OTHM, the Centre shall provide evidence of the insurance cover referred to in 6.19.1.

6.20 Confidentiality

6.20.1 Save as specifically provided in this Centre Agreement, the Centre shall not during the term of this Agreement (or at any time thereafter) disclose to any person, nor use otherwise than in the delivering of approved qualifications and programmes on behalf of OTHM, any information obtained from OTHM in any form whatsoever, whether written, oral or otherwise.

6.20.2 Notwithstanding the Centre may disclose any information either:

- to its responsible employees where this is necessary for the delivery of approved qualifications and programmes provided that such employees are bound by obligations of confidentiality similar to those contained in 6.20.1.

- where the Centre can prove that the information was already known to it prior to receipt from OTHM or where it was subsequently disclosed to the Centre lawfully by a third party without any breach by that third party

- where the information was already in the public domain at the time of receipt by the Centre other than as a result of a breach of any obligations of confidentiality owed to OTHM.

6.20.3 The Centre shall use its best endeavours to minimise the risk of any unauthorised disclosure or use of the information by its employees or other personnel and to enforce such confidentiality obligations upon reasonable request by OTHM.

7. Termination

7.1 This agreement can be terminated by either party, in writing, with at least three months' notice. Sections 1, 6.1, 6.2, 6.3, 6.5, 6.6, 6.7, 6.12, 6.13, 6.17, 10, 13 and 14 of this Agreement continue beyond termination.

7.2 The Awarding Organisation shall be entitled to terminate this Agreement either as provided in this clause 7; or by OTHM giving not less than 30 days' written notice to the Centre if:

(a) there is at any time a material changes in the management, ownership or control of the Centre; or

(b) the Centre at any time challenges the validity of any Intellectual Property of OTHM.

7.3 Either party shall be entitled to immediately terminate this Agreement by written notice to the other if:

(a) that other party commits any breach of any of the provisions of this Agreement and, in the case of a breach capable of remedy, fails to remedy the breach within 30 days after receipt of a written notice giving full particulars of the breach and requiring it to be remedied;

(b) an encumbrancer takes possession, or a receiver is appointed over any of the property or assets of that other party;

(c) the other party makes any voluntary arrangement with its creditors or becomes subject to an administration order;

(d) the other party goes into liquidation (except for the purposes of amalgamation or reconstruction if this is done in such a way that the resulting entity effectively agrees to be bound by or assume the obligations imposed under this Agreement); or

Centre authorised signature

(e) anything which, under the law of any jurisdiction, is analogous to any of the acts or events specified in clauses 7.3(b), 7.3(c) or 7.3 (d).

7.4 For the purposes of clause 7.3(a) a breach shall be considered capable of remedy if the party in breach can comply with the provision in question in all respects other than as to the time of performance where such timing is not of the essence.

7.5 Any waiver by either party of a breach of any provision of this Agreement shall not be considered as a waiver of any subsequent breach of the same or any other provision of this Agreement.

7.6 The rights to terminate this Agreement given by this clause shall be without prejudice to any other right or remedy of either party in respect of the breach concerned (if any) or any other breach.

8. CONDITIONS FOLLOWING TERMINATION

8.1 In the event that this Agreement is terminated, the Centre shall ensure that all Learners are allowed to complete their Programme and shall declare to OTHM details of all fees paid by any Learner and (upon request by the OTHM) shall provide evidence thereof.

8.2 Excluding the event stated in 8.1 and all Learners being able to complete their Programme, immediately upon termination of this Agreement for any reason the Centre shall:

- immediately cease to use the Materials and the Trade Marks;
- not hold itself out as operating any of the approved qualifications and programmes; and
- immediately return to OTHM all Materials, whether in soft copy or hard copy form, and delete any soft copies which are still in the possession of the Centre.

9. THE AWARDING ORGANISATION'S RESPONSIBILITIES

The Awarding Organisation hereby agrees that subject to the Centre observing all of its obligations under this Agreement it will:

9.1 Set out all the requirements that the Centre must comply with in order to continue to deliver the approved qualifications and programmes.

9.2 Publish and make available to the Centre a sanctions policy to be applied in the event that the Centre fails to comply with the requirements of OTHM. This sanctions policy can be found on the OTHM website.

9.3 Take all reasonable steps to protect the interests of Learners where the Centre withdraws from the delivery of a Programme.

Centre authorised signature

9.4 Specify a process to be followed in any withdrawal of the Centre (whether voluntary or not) from its role in delivering a Programme, or from Programme delivery/centre approval in general.

9.5 Answer correctly, fully and within a reasonable time any reasonable enquiries received from users of approved qualifications and programmes.

9.6 Provide effective guidance to the Centre in respect of the parts of the delivery of approved qualifications and programmes which the Centre undertakes.

9.7 Upon request, provide the Centre with guidance on how to best prevent, investigate and deal with malpractice or maladministration.

9.8 Provide information in relation to:

9.8.1 the policy for issuing invoices, payment of invoices and the retention and content of invoices;

9.8.2 the sanctions policy to be applied in cases where Centres fail to comply with the requirements of OTHM;

9.8.3 a written complaints procedure;

9.8.4 information on the Review of Results process to enable the results of assessments to be appealed;

9.8.5 a published specification for each of the Programmes made available;

9.8.6 published details for allowing Special Consideration in the delivery of assessments; and

9.8.7 published details of the expected dates or timescales for the issue of results.

9.9 Comply with the requirements of Data Protection legislation in relation to all personal data supplied by the Centre. The data collected from Centres will only be used for the purpose for which it has been collected and will not be disclosed to any unauthorised person or body. Personal data will be processed in accordance with the awarding organisation's registration under the General Data Protection Regulation (GDPR) 2018. The awarding body will not disclose personal data to any third parties and that the Centre can request not to be promoted on the OTHM website.

9.10 Permit the Centre to use the Trade Marks in its marketing materials (including websites) for the approved qualifications and programmes, provided that these marketing materials have first been approved in writing by OTHM and, where appropriate, by the universities awarding the Programme.

Centre authorised signature ____________________

9.11 Award Programme certificates bearing OTHM's logo and the name of the Centre to each Learner who has completed a Programme and has achieved the standards set by OTHM.

9.12 Maintain a register of all approved qualifications and programmes awarded.

9.13 Provide the Centre with such Materials (in electronic form) as shall be required to support the teaching of approved qualifications and programmes at the Centre together with full details (also in electronic form) of any alterations to the Materials to enable the Centre to keep its copy up to date and to ensure that such Materials are made available.

9.14 Keep at its registered office an up to date copy of the Materials, as revised from time to time, which shall be the authentic text of the Materials.

9.15 In the event that OTHM terminates an agreed Programme or its relationship with any University or other institution which validates any of its approved qualifications and programmes, OTHM will implement a teach-out phase with an agreed deadline to ensure that any Learner who is registered on that Programme will be provided with teaching and assessment and an appropriate award at the end of the relevant Programme, which is as similar as reasonably possible to the originally intended academic award.

9.16 The Awarding Organisation shall be fully entitled to substitute any alternative University or other educational institution of similar standing, in place of the University or other establishment which is published as being the validating or supervising institution for any Programme.

9.17 Notwithstanding any other provision herein contained, OTHM shall have the full right to sub-contract or delegate the performance of any of its obligations under this Agreement to any third party whatsoever.

10. PREVENTION OF CORRUPTION

The Awarding Organisation and the Centre shall:

10.1 Comply with all applicable laws, regulations, codes and sanctions relating to anti-bribery and anti-corruption including, but not limited, to The Bribery Act 2012.

10.2 Not engage in any activity, practice or conduct which would constitute an offence under The Bribery Act 2012.

10.3 Not do, or omit to do, any act that will cause or lead OTHM to be in breach of The Bribery Act 2012.

10.4 Have and shall maintain in place throughout the term of this Agreement its own policies and procedures, including but not limited to adequate procedures under The Bribery Act 2012, to ensure compliance with The Bribery Act 2012, and will enforce them where appropriate.

Centre authorised signature ____________________

10.5 Ensure that all persons associated with OTHM and the Centre, or other persons who are performing the services in connection with this Agreement, comply with this clause 10.

10.6 The Centre shall indemnify OTHM against any losses, liabilities, damages, costs (including legal fees) and expenses incurred by, or awarded against, OTHM as a result of any breach of this clause 10 by the Centre.

10.7 In the event of a breach of this clause 10 by either party, the other party shall be entitled to immediately terminate this Agreement. In the event of this Agreement being terminated under this provision, the party in default shall allow payment of, or pay to the innocent party on demand, the amount of any direct loss and/or damage to the innocent party caused by having to terminate this Agreement.

11. AUTHORITY AND AGENCY

11.1 The Centre shall make no representation or claim and shall give no warranty to any person in respect of the Centre's delivery of approved qualifications and programmes or the Materials save those specifically authorised in the Materials in their current form at the time the Centre makes the representation, claim or warranty.

11.2 Notwithstanding the title of this Agreement, nothing herein shall be construed as making the parties at the Agreement partners or joint venturers or render either party liable for any of the debts or obligations of the other party and the Centre shall in no way be considered as being an agent or representative of OTHM in any dealings which the Centre may have with any third party and the Centre shall not act for, or make any representation on behalf of, OTHM in any such dealings and shall have no power to contract on behalf of OTHM.

12. INTELLECTUAL PROPERTY

12.1 The Awarding Organisation warrants to the Centre that it is not aware of any reason why the use of the Trade Marks by the Centre in accordance with the terms of this Agreement would constitute an infringement of the rights of any third party.

12.2 In no circumstance will the Centre apply for registration as a proprietor of any of the Trade Marks or any other trademarks to be used in the Centre's delivery of approved qualifications and programmes unless so required in writing by OTHM.

12.3 The Centre acknowledges that the goodwill and all other rights in and associated with the Trade Marks vest with OTHM and that all such rights will at all times hereafter and for all purposes remain vested with OTHM and in the event that any such rights at any time accrue to the Centre, it will immediately on demand, at its own expense do all such acts and things and execute all such documents as OTHM deems necessary to vest such rights absolutely in OTHM.

12.4 If the Awarding Organisation obtains registration of any trademark for use in the Business after the date of this Agreement, the Centre shall have such rights to such trademark and, where the context so allows, all references in this Agreement to the Trade Marks shall be deemed to include a reference to such further marks.

12.5 The Centre will immediately notify OTHM of all circumstances in the locality of the location coming to the attention of the Centre which may constitute an infringement of any of the Trade Marks or may constitute passing off in respect of the Trade Name and any unregistered trademark used in the Business and shall take such reasonable action as OTHM may direct at the expense of OTHM to assist OTHM in the protection of the Trade Marks.

12.6 Any rights which the Centre may have under sections 30 and 31 of the Trade Marks Act 1994 are excluded.

12.7 The Centre shall only use the Trade Marks in the manner and in such colour schemes, style and form as may from time to time be approved by OTHM. The Centre shall not use nor apply for registration of any Trade Marks or any similar trademarks which are likely to deceive or cause confusion.

12.8 The Centre shall not take any action which would or might reasonably be expected to jeopardise or invalidate any registration relating to the Trade Marks or might prejudice the rights or title of OTHM in the same.

12.9 The Centre shall not use the Materials or the Trade Marks in any manner not provided for by this Agreement. Examples of actions that the Centre may not take without OTHM's prior written consent include, but are not limited to:

12.9.1 removing any copyright or other similar notices from any Materials;

12.9.2 copying, reproducing, adapting, modifying, sub-licensing, leasing, lending, selling, or otherwise transferring the Materials; and

12.9.3 publishing or otherwise marketing any Programme or using any of the Trade Marks with respect to any Programme unless and until the Centre is duly approved for that particular Programme and all relevant fees have been paid to OTHM.

12.10 The Centre hereby acknowledges that OTHM is the sole owner of all Intellectual Property rights in and to all Materials and the Trade Marks and acknowledges that this Agreement will not vest any right, title or interest in the Materials and Trade Marks to the Centre, other than as expressly provided in this Agreement.

12.11 All goodwill deriving from the use by the Centre of the Trade Marks shall be to the benefit of and belong to OTHM.

12.12 Where any Learner produces to the Centre any written work, audio or visual content, computer programme, data or any other content in any form of media whatsoever (hereafter referred to as "Content") then:

12.12.1 that Learner shall be deemed to retain copyright in such Content;

12.12.2 that the Learner will provide written assurance of their own work in the form of a declaration

12.12.3 that Learner shall be deemed to have granted to OTHM a royalty-free worldwide non-exclusive license to use the Content for all purposes whatsoever including (but not limited to) use for assessment, educational and training purposes for the duration of that copyright; and

12.12.4 the Centre shall ensure that the provisions of this clause 12.12 are incorporated in any contract or other arrangement with that Learner so that the terms of this clause 12.12 are incorporated therein.

13. JURISDICTION

13.1 This Agreement is governed in all respects in accordance with English Law and shall be construed and take effect as an agreement made in England notwithstanding the fact that the Centre may be based outside England.

13.2 The Centre shall conduct its business in a lawful manner and it will faithfully comply with all applicable laws or regulations for the conduct of its business.

13.3 Any dispute relating to the construction and subject matter of this Agreement shall be subject to the jurisdiction of the English Courts.

14. GENERAL

14.1 This Agreement constitutes the entire Agreement between the Awarding Organisation and the Centre and supersedes all prior agreements, terms or statements in connection with the subject matter of this Agreement. No director, employee or agent of OTHM is authorised to make any representation or warranty not contained in this Agreement.

14.2 The Contracts (Rights of Third Parties) Act 1999 shall not apply to this Agreement and no person who is not a party to this Agreement shall have the right (whether under the Contracts (Rights of Third Parties) Act 1999 or otherwise) to enforce any term of this Agreement which expressly or by implication confers a benefit on that person without the express prior written agreement of all the parties (and this written agreement must refer to this clause).

14.3 None of the parties to this Agreement shall be responsible to any other party for any delay in performance or non-performance due to any causes beyond the reasonable control of the parties, but when something occurs to cause delay or

non-performance the affected party shall promptly inform the others of the occurrence in writing, stating that the occurrence has delayed or prevented its performance and after the occurrence this party will take all action within its power to comply with the terms of this Agreement as fully and promptly as possible.

14.4 The failure of any party at any time to enforce any of the terms, provisions or conditions of this Agreement or to exercise any right under the Agreement shall not constitute a waiver of the term, provision or condition, or affect that party's rights thereafter.

14.5 No variation, modification or alteration of any of the terms of this Agreement (which for the purposes of this clause only will exclude the Materials) shall be of any effect unless evidenced in writing signed by or on behalf of each of the parties to the Agreement.

14.6 Any notice, consent or the like required to be given to any party in connection with this Agreement shall be in writing and shall be served personally or shall be sent by fax, email, first-class post or recorded delivery to the address of the party set out in this Agreement or to a changed address notified to the other party and every such notice, consent and the like shall be deemed to have been given when served if made by personal delivery or if not made by personal delivery at the time when, in the course of ordinary postage or transmission, it should have been delivered at the address to which it was sent.

14.7 This Agreement may be entered into in the form of two or more counterparts, each executed by one of the parties.

14.8 Either party may execute this Agreement by a digital signature which has been suitably encrypted and notified to the other party prior to the execution by that party and, notwithstanding the fact that such signature is inserted digitally, this Agreement shall still be deemed to have been executed.

14.9 The Awarding Organisation reserves the right to update and/or withdraw any element of the approved qualifications and programmes. The OTHM will give the Centre reasonable notice in writing of any changes.

15. CENTRE AGREEMENT AND DECLARATION

I, the undersigned, declare that the Centre (Party B) understands that this is an enforceable agreement between the Centre and the Awarding Organisation (Party A).

I further understand and agree that this agreement applies for whole period of time during which the Centre operates as an 'approved' Centre of the Awarding Organisation and that the Awarding Organisation has the right to issue updates and amendments to the agreement from time to time.

Centre authorised signature ____________________

I accept that if the centre defaults on the commitments made in this application it may lead to the removal of qualification approval and possibly centre recognition status in line with the sanctions policy of the Awarding Organisation.

I give permission for the Awarding Organisation to provide me with relevant information on their qualifications and services and that I can request to stop receiving this information at any time.

I declare that I am authorised by the Centre to supply the information given above and, at the date of signing, the information provided is a true and accurate record to the best of my knowledge.

I further declare that I am duly authorised to enter into this agreement on behalf of the Centre.

The parties hereto have caused this agreement to be executed on the 'Date of Agreement' specified above. I agree to act in accordance with the requirements specified in this agreement:

Signed for and on behalf of 'Party A' by:

Name: SM Shamrat

Position: CEO

Date: 07 December 2018

Signed for and on behalf of 'Party B' by:

Name: Kyaw Thu Aung

Position: Principal & Managing Director

Date: 07 December 2018

Schedule 1: Fee Structure

Considering the World Bank list of economies (June 2017) OTHM centres has been classified into three separate regions:

- Region 1: High income economies;
- Region 2: Upper middle income economies; and
- Region 3: Lower middle income and Low income economies.

Centres should visit www.othm.org.uk or the World Bank list of economies (June 2017) or any subsequent version to find which region their centre falls into and pay the appropriate fees.

OTHM reserves the right to make alterations to fees at its discretion. Centre must follow the published Fees Related Information on OTHM website www.othm.org.uk.

Schedule 2: Minimum number of learner registration

Please select by clicking in the box (X) where applicable.

A. Based on a single location, the Centre must guarantee at least 20, 30 and 40 learner registrations in year 1, 2 and 3 respectively. In case of renewed centres, they must guarantee 40 learner registrations each year. ☒

– OR –

B. If the Centre operates in more than one location, they must guarantee a minimum number of learner registrations for each one as set above or agreed as follows: ☐

- ****** learner registrations in Year 1;
- ****** learner registrations in Year 2;
- ****** learner registrations in Year 3 and any subsequent year when the Centre is renewed.

Centre authorised signature ______________

Schedule 3: Bank Account details of OTHM

Payment methods

- Require immediate payment after receiving this invoice;
- Any international banking charges on the payee's side must be added;
- We must receive exactly the amount mentioned above;
- All payments are in UK Pounds Sterling (GBP); and
- All payments are payable to 'OTHM Qualifications' via bank transfer only.

Transferring from the United Kingdom

Account Name	: OTHM Qualifications
Account Number	: 20015164
Sort Code	: 20-29-90

Transferring from Overseas

Account Name	: OTHM Qualifications
Account Number	: 20015164
Sort Code	: 20-29-90
IBAN	: GB74 BUKB 2029 9020 0151 64
SWIFTBIC	: BUKBGB22
Bank Name	: Barclays Bank
Branch Address	: 84 High Street, Epsom, Surrey KT19 8BH United Kingdom

Please notify OTHM by email (accounts@othm.org.uk), when making payment, giving details of amount, invoice number and/or what the remittance is in respect of.

Centre authorised signature ______________________

Schedule 4: Location

Please select by clicking in the box (X) where applicable.

A. If the Centre operates in a single location. ☒

- OR -

B. If the Centre operates in more than one location, this section must be completed for any and all location(s) from where programme(s) will operate. ☐

For any additional centres please duplicate this page.

Location 1:

Company legal and/or trading name	Not applicable
Company Registration Number	
Full Address	
Telephone	
Main contact person	
Job title	
Email address	
Website address	

Location 2:

Company legal and/or trading name	Not applicable
Company Registration Number	
Full Address	
Telephone	
Main contact person	
Job title	
Email address	
Website address	

Centre authorised signature ____________

Schedule 5: Guidance on Condition C1 & C2

Extracted from the Ofqual General Conditions of Recognition, June 2016

Condition C1: Arrangements with third parties

C1.1 Where an awarding organisation arranges for a third party to undertake, on its behalf, any part of the development, delivery or award of qualifications which the awarding organisation makes available, or proposes to make available, the awarding organisation must –

(a) ensure that the arrangements which it establishes with that third party enable the awarding organisation to develop, deliver and award qualifications in accordance with its Conditions of Recognition, and

(b) monitor and, where appropriate, enforce such arrangements so as to ensure that it is able to develop, deliver and award qualifications in accordance with its Conditions of Recognition.

C1.2 An awarding organisation must take all reasonable steps to ensure that, in making any such arrangements, it does not impose unnecessary or unduly burdensome requirements on third parties.

Examples of 'positive indicators' that would suggest an awarding organisation is likely to comply

The awarding organisation:

- evaluates a third party's ability and willingness to act in a way that will enable the awarding organisation to comply with the conditions before entering into an arrangement with the third party;
- has arrangements with third parties that reflect the conditions appropriate to the third parties' roles (examiners, IT providers, printers and couriers, for example) that enable it to meet its Conditions of Recognition;
- has up-to-date records of the third parties with which it works and of their roles in the development, delivery and award of its qualifications;
- makes clear to the third parties with which it works what it expects of them;
- has acted quickly and appropriately when it has found third-party activity puts at risk its ability to comply with its Conditions of Recognition enforcing such arrangements where necessary;

- seeks feedback from third parties on the burden of its arrangements on them and reduces any such burden where possible.

Examples of 'negative indicators' that would suggest an awarding organisation is not likely to comply

The awarding organisation:

- does not identify where a third party is putting its compliance with the conditions at risk;
- breaches its conditions because of the actions of a third party;
- places unnecessary requirements on its third parties.

Condition C2: Arrangements with Centres

C2.1 Where a Centre undertakes any part of the delivery of a qualification on behalf of an awarding organisation, this condition applies in addition to the requirements in Condition C1.

C2.2 Where this condition applies, an awarding organisation must ensure that arrangements between it and the Centre include a written and enforceable agreement.

C2.3 That agreement must in particular include provisions which –

(a) require the Centre to take all reasonable steps to ensure that the awarding organisation is able to comply with its Conditions of Recognition,

(b) require the Centre to take all reasonable steps to comply with requests for information or documents made by the awarding organisation or Ofqual as soon as practicable,

(c) require the Centre to assist the awarding organisation in carrying out any reasonable monitoring activities and to assist Ofqual in any investigations made for the purposes of performing its functions,

(d) set out all the requirements with which the Centre must comply in order to continue to deliver the qualification,

(e) establish a sanctions policy to be applied in the event that the Centre fails to comply with these requirements,

(f) require the Centre to retain a Workforce of appropriate size and competence to undertake the delivery of the qualification as required by the awarding organisation,

- seeks feedback from third parties on the burden of its arrangements on them and reduces any such burden where possible.

Examples of 'negative Indicators' that would suggest an awarding organisation is not likely to comply

The awarding organisation:

- does not identify where a third party is putting its compliance with the conditions at risk;
- breaches its conditions because of the actions of a third party;
- places unnecessary requirements on its third parties.

Condition C2: Arrangements with Centres

C2.1 Where a Centre undertakes any part of the delivery of a qualification on behalf of an awarding organisation, this condition applies in addition to the requirements in Condition C1.

C2.2 Where this condition applies, an awarding organisation must ensure that arrangements between it and the Centre include a written and enforceable agreement.

C2.3 That agreement must in particular include provisions which –

(a) require the Centre to take all reasonable steps to ensure that the awarding organisation is able to comply with its Conditions of Recognition,

(b) require the Centre to take all reasonable steps to comply with requests for information or documents made by the awarding organisation or Ofqual as soon as practicable,

(c) require the Centre to assist the awarding organisation in carrying out any reasonable monitoring activities and to assist Ofqual in any investigations made for the purposes of performing its functions,

(d) set out all the requirements with which the Centre must comply in order to continue to deliver the qualification,

(e) establish a sanctions policy to be applied in the event that the Centre fails to comply with these requirements,

(f) require the Centre to retain a Workforce of appropriate size and competence to undertake the delivery of the qualification as required by the awarding organisation,

(g) require the Centre to have available sufficient managerial and other resources to enable it effectively and efficiently to undertake the delivery of the qualification as required by the awarding organisation,

(h) require the Centre to undertake the delivery of the qualification required,

(i) by the awarding organisation in accordance with Equalities Law, Guidance to the General Conditions of Recognition,

(j) require the Centre to operate a complaint handling procedure or appeals process for the benefit of Learners,

(k) set out any Moderation processes that the awarding organisation will undertake or that will be undertaken on its behalf,

(l) specify a process to be followed in any withdrawal of the Centre (whether voluntary or not) from its role in delivering a qualification and require the Centre to take all reasonable steps to protect the interests of Learners in the case of such a withdrawal.

C2.4 In the event that the Centre withdraws from its role in delivering a qualification, the awarding organisation must take all reasonable steps to protect the interests of Learners.

C2.5 The awarding organisation must, in respect of the parts of the delivery of qualifications which the Centre undertakes:

(a) provide effective guidance to the Centre, and make available to the Centre any information which, for the purposes of that delivery, the Centre may reasonably require to be provided by the awarding organisation.

UCSI UNIVERSITY

FACULTY OF BUSINESS AND INFORMATION SCINECE (FoBIS)

1.	Unit Code & Unit Title:	GL002 SUPPLY CHAIN MANAGEMENT
2.	Course of Study:	M SC LOGISTICS MANAGEMENT
3.	Year of Study:	1
4.	Year and Semester:	2016 & SEPTEMBER
5.	Credit Hour & Contact Hours:	3 credit hours Lecture: 3.5 HOURS [6.30PM – 9.45PM; MONDAY] Tutorial: NIL Practical: NIL
6.	Lecturer:	DR. DAZMIN DAUD
7.	Tutor:	DR. DAZMIN DAUD
8.	Mode of Delivery:	LECTURE
9.	Objective:	To provide students on key areas in supply chain that will assist them to be cost effective manager.
10.	Learning Outcome:	At the end of this course, students will be able to achieve a specific understanding issues and concepts in supply chain management
11.	Reading List:	• **Main Text:** Wisner, J.D., Tan, K.C. & Leong, G.K. (2009). Principles of Supply Chain Management: A Balance Approach (2nd edn). South-Western: Mason, OH, USA. • **Additional Text:** Ballou, R.H. (2004). Business Logistics/Supply Chain Management (5th edn). Prentice Hall, Upper Saddle River, NJ, USA.
12.	Method of Assessment:	(see table below)
13.	Remark:	-

Method of Assessment:

No.	Method of Assessment	Total
1.	Coursework	
	Group Assignment	20
	Group Presentation	10
	Individual Assignment	20
2.	Final Examination	50
	GRAND TOTAL	**100%**

Lecture, Tutorial and Assignment Plan

Week	Lecture Topic	Tutorial Topic	Assignment	Reference
1	Introduction, Assignment Briefing, Assessment, Introductory Exercise & Chapter 1: Overview of Supply Chain Management	NIL	NIL	Wisner, J.D., Tan, K.C. & Leong, G.K. (2009). Principles of Supply Chain Management: A Balance Approach (2nd edn). South-Western: Mason, OH, USA.
2	Chapter 2: Push/Pull View of Supply Chain Process			Wisner, J.D., Tan, K.C. & Leong, G.K. (2009). Principles of Supply Chain Management: A Balance Approach (2nd edn). South-Western: Mason, OH, USA.
3	Chapter 3: Supply Chain Performance	NIL	NIL	Wisner, J.D., Tan, K.C. & Leong, G.K. (2009). Principles of Supply Chain Management: A Balance Approach (2nd edn). South-Western: Mason, OH, USA.
4	Chapter 4: Designing the Distribution Network in a Supply Chain	NIL	NIL	Wisner, J.D., Tan, K.C. & Leong, G.K. (2009). Principles of Supply Chain Management: A Balance Approach (2nd edn). South-Western: Mason, OH, USA.

Lecture, Tutorial and Assignment Plan				
Week	Lecture Topic	Tutorial Topic	Assignment	Reference
5	Chapter 5: Manufacturer Storage with Direct Shipping and In-Transit Merge	NIL	NIL	Wisner, J.D., Tan, K.C. & Leong, G.K. (2009). Principles of Supply Chain Management: A Balance Approach (2nd edn). South-Western: Mason, OH, USA.
6	Chapter 6: Distributor Storage with Carrier Delivery	NIL	NIL	Wisner, J.D., Tan, K.C. & Leong, G.K. (2009). Principles of Supply Chain Management: A Balance Approach (2nd edn). South-Western: Mason, OH, USA.
7	Chapter 7: Distributor Storage with Last Mile Delivery	NIL	NIL	Wisner, J.D., Tan, K.C. & Leong, G.K. (2009). Principles of Supply Chain Management: A Balance Approach (2nd edn). South-Western: Mason, OH, USA.
8	Chapter 8: Manufacturer or Distributor with Consumer Pick up	NIL	NIL	Wisner, J.D., Tan, K.C. & Leong, G.K. (2009). Principles of Supply Chain Management: A Balance Approach (2nd edn). South-Western: Mason, OH, USA.

Lecture, Tutorial and Assignment Plan

Week	Lecture Topic	Tutorial Topic	Assignment	Reference
9	Chapter 9: Future Challenges in SCM	NIL	NIL	Wisner, J.D., Tan, K.C. & Leong, G.K. (2009). Principles of Supply Chain Management: A Balance Approach (2nd edn). South-Western: Mason, OH, USA.
10	GROUP PRESENTATION	NIL	SUBMISSION OF GROUP ASSIGNMENT	NIL
11	GROUP PRESENTATION	NIL	SUBMISSION OF GROUP ASSIGNMENT	NIL
12	REVISION	NIL	SUBMISSION OF INDIVIDUAL ASSIGNMENT	NIL
13	REVISION	NIL	NIL	NIL
14	STUDY WEEK	NIL	NIL	NIL

This Teaching Plan is

Prepared by	Moderated by:	Approved by:
(Name: Dr. Dazmin) Lead Lecturer	(Name: Mr. Ho Min Yoong) Moderator	(Name:) Head of Department
Date: 8 August 2017	Date:	Date:

UCSI University

<table>
<tr><td>1</td><td>Name of module</td><td colspan="7">HUMAN RESOURCE MANAGEMENT</td></tr>
<tr><td>2</td><td>Module code</td><td colspan="7">GM523</td></tr>
<tr><td>3</td><td>Name(s) of academic staff</td><td colspan="7">Asst. Prof. Dr. Chaw Lee Yen</td></tr>
<tr><td>4</td><td>Rationale for the inclusion of the module in the programme</td><td colspan="7">This module is designed to develop an appreciation of the role of human resource management and organizational behavior in modern organizations. The module will focus on how to manage human resources effectively and efficiently to achieve organizational goals. In addition, the module will deliver knowledge on how to identify and implement good practices in managing organizational behavior in organizations.</td></tr>
<tr><td>5</td><td>Semester and year offered</td><td colspan="7"></td></tr>
<tr><td rowspan="3">6</td><td rowspan="3">Total student learning time (SLT)</td><td></td><td colspan="4">Face-to-Face</td><td>Non Face-to-Face</td><td>Total Guided and Independent Learning</td></tr>
<tr><td rowspan="2">L = Lecture
T = Tutorial
P = Practical
O = Others</td><td>L</td><td>T</td><td>P</td><td>O</td><td rowspan="2">78</td><td rowspan="2">120</td></tr>
<tr><td>42</td><td></td><td></td><td></td></tr>
<tr><td>7</td><td>Credit value</td><td colspan="7">3</td></tr>
<tr><td>8</td><td>Prerequisite (if any)</td><td colspan="7">Nil</td></tr>
<tr><td>9</td><td>Objectives</td><td colspan="7">The objectives of this module are as follows:

· Examine the role of human resource management in organization;
· Appreciate the role of organizational behavior in design and implementation of human resource management in organization;
· Understand general human resource management functions and practices in organization;
· Understand the influence of the environmental context on the role of human resource management;
· Demonstrate the potential contribution of human resource management towards organizational performance and sustainable competitive advantage.</td></tr>
<tr><td>10</td><td>Learning outcomes</td><td colspan="7">Upon successful completion of this module, students will be able to:

Knowledge
· Describe how human resource management can influence individual behaviors;
· Describe how human resource management as a function can influence organization performance;
· Describe how human resource management with the understanding of organizational behavior can contribute to organization's competitive advantage.</td></tr>
</table>

		Practical Skills · Plan, implement and manage people in realizing organization's objectives. Communication, leadership and team skills Improve communication, leadership and team skills through group discussions and assignments. Problem solving and scientific skills · Apply organizational behavior theories and human resource management related knowledge to identify and solve organizational issues.
11	**Transferable skills**	Students are expected to manage their time for the duration of their studies with specific knowledge and skills to function as a group, develop academic writing that adhere to copyright rules and regulations, and to work well in groups and as a leader in group situations.
12	Teaching-learning and assessment strategy	**Teaching-Learning Methods** The pedagogical approach is two-pronged, which includes both teacher and student-centered strategies. For example, lectures facilitate delivery of high volume information and case studies, which allows for more student-centered analytical sessions. In addition, group project enhances cooperation and encourages active learning. **Assessment Strategy** Two major assessment components are coursework and end-of-semester final examination. Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.
13	Synopsis	This module is aimed at preparing students to meet the managerial challenge of leading individuals and groups effectively. This module provides a framework for managing individual and group performance, and it helps students to understand and acquire critical leadership skills required to shape and manage the behavior of people in organizations. The module includes the following elements: exposure to essential theories and concepts for analyzing human resource and organizational behavior problems; individual and group analysis of cases and experiential exercises; exchange of ideas and experiences in the classroom; and intensive field-based project work in groups.
14	**Mode of delivery**	May include lecture, case argument, group discussion, and so on.
15	**Assessment methods and types**	Individual assignment 1 15% Individual assignment 2 20% Group assignment 25% Final examination 40% **Total 100%** Note: Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.

16	**Mapping of the module to the programme** learning outcomes	Please refer to Table 1.2 in Section 1.2.2.

17 Content outline of the module and the SLT per topic

Outline	Contact Hours	Project/ Assign.	Self-Learning
Introduction · Organization as a social system · Employer-employee relationship	3	2	9
Organizational Behaviour Theories · Individual level · Group level · Organizational level	9	4	9
Work Design and Analysis · Job design theory · Job analysis	3	4	9
Human Resource Management · Functions · Practices	12	4	9
Employee Retention and Separation · Employee retention · Employee separation	3	4	9
Current issues · Current issues in human resource management · Current issues in organizational behaviour · Strategic human resource management · International human resource management	12	**3**	**12**
Total Hours	**42**	**21**	**57**
Total Student Learning Hours (3 credits@40 hours per credit)	**120**		

18	**Main references supporting the module**	· Mello, J.A. (2014). Strategic Management of Human Resources, **4th edition**, South-Western Cengage Learning. · Quick, J.C. and Nelson, D.L. (2011). Principles of Organizational Behavior: Realities and Challenges, 7th edition, South-Western Cengage Learning.
19	**Additional references supporting the module**	· Mathis, R.L. & Jackson, J.H. (2010). Human Resource Management, 13th edition, South-Western. · McShane, S. & Von Glinow, M. (2013) Organizational Behavior, 8th edition, McGraw-Hill/Irwin. · Noe, R., Hollenbeck, J., Gerhart, B., & Wright, P. (2012) Human Resource Management, 8th ed, McGraw-Hill/Irwin.

20	**Other additional information**	Major journals relating to issues in this module are: • Human Resource Management Journal • Journal of Organizational Behavior

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<table>
<tr><td>1</td><td>Name of module</td><td colspan="6">INFORMATION TECHNOLOGY FOR MANAGERS</td></tr>
<tr><td>2</td><td>Module code</td><td colspan="6">GM518</td></tr>
<tr><td>3</td><td>Name(s) of academic staff</td><td colspan="6">Dr Chaw Lee Yen</td></tr>
<tr><td>4</td><td>Rationale for the inclusion of the module in the programme</td><td colspan="6">As information technology has become an integral part of business processes in today's competitive business environment, business managers need to have the knowledge that helps them to work with technologies.</td></tr>
<tr><td>5</td><td>Semester and year offered</td><td colspan="6"></td></tr>
<tr><td rowspan="3">6</td><td rowspan="3">Total student learning time (SLT)</td><td></td><td colspan="4">Face-to-Face</td><td>Non Face-to-Face</td><td>Total Guided and Independent Learning</td></tr>
<tr><td rowspan="2">L = Lecture
T = Tutorial
P = Practical
O = Others</td><td>L</td><td>T</td><td>P</td><td>O</td><td rowspan="2">100</td><td rowspan="2">120</td></tr>
<tr><td>20</td><td></td><td></td><td></td></tr>
<tr><td>7</td><td>Credit value</td><td colspan="6">3</td></tr>
<tr><td>8</td><td>Prerequisite (if any)</td><td colspan="6">Nil</td></tr>
<tr><td>9</td><td>Objectives</td><td colspan="6">The objectives of this module are as follows:
· Evaluate the role of information technology in business;
· Discuss development potential and challenges in business with the introduction of the Internet;
· Provide essential knowledge of emerging technologies and security issues;
· Demonstrate major components of information technology and information systems;
· Present different categories of information systems which support decision-making processes;
· Introduce skills to manage information technology in business, and in particular with relation to the managers' work environment;
· Examine impacts of digital economy and globalization towards business;
· Analyze development of information technology and its effects in terms of social issues on individual, company and society at large.</td></tr>
<tr><td>10</td><td>Learning outcomes</td><td colspan="6">Upon successful completion of this module, students will be able to:

Knowledge
· Describe the use of information technology in business for competitive advantage;
· Explain different types of information systems and emerging technologies;</td></tr>
</table>

		· Identify managerial and organizational issues related to planning, implementation, and management of information technology in business. Practical skills · Plan, implement, and manage information technology in business. Values, attitudes and professionalism · Analyze social issues brought by information technology on individual, company, and society at large. Communication, leadership and team skills · Improve communication, leadership and team skills through group discussions and assignments. Problem solving and scientific skills · Evaluate benefits and risks of information technology implementation in business. Managerial and entrepreneurial skills · Identify business opportunities that are enabled by information technology.
11	Transferable skills	Students are expected to manage their time for the duration of their studies with specific knowledge and skills to function as a group, develop academic writing that adhere to copyright rules and regulations, and to work well in groups and as a leader in group situations.
12	Teaching-learning and assessment strategy	**Teaching-Learning Methods** The pedagogical approach is two-pronged, which includes both teacher and student-centered strategies. For example, lectures facilitate delivery of high volume information and case studies, which allows for more student-centered analytical sessions. In addition, group project enhances cooperation and encourages active learning. **Assessment Strategy** Two major assessment components are coursework and end-of-semester final examination. Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.
13	Synopsis	Information technology plays an important role in today's business, helping organizations to achieve such business objectives as improving business profitability and enhancing organizational competitiveness. In this module, students develop an understanding of information technology infrastructure and its components, and in particular different types of information systems and their strategic applications in business. The module provides examples on how organizations can achieve their business objectives through effective information technology investment and management.
14	Mode of delivery	May include lecture, case argument, group discussion, and so on delivered through face-to-face and online (blended).
15	Assessment methods and	Individual assignment 20%

	types	Group assignment 30% Group presentation 10% Final examination 40% **Total 100%** Note: Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.
16	**Mapping of the module to the programme learning outcomes**	Please refer to Table 1.2 in Section 1.2.2.
17	**Content outline of the module and the SLT per topic**	see table below

Outline	Contact Hours	Project/ Assign.	Self-Learning
Organizations, Management, and the Networked Enterprise · Information systems in global business today · Global e-business and collaboration · Information system, organizations, and strategy	8	5	10
Organizations, Management, and the Networked Enterprise · Ethical and social issue in information systems **Information Technology Infrastructure** · IT infrastructure and emerging technologies · Foundations of business intelligence: Databases and information management	8	5	10
Information Technology Infrastructure · Telecommunications, the Internet, and wireless technology · Securing information systems	6.5	3	10
Key System Applications for the Digital Age · Achieving operational excellence and customer intimacy: Enterprise applications · E-commerce: Digital markets, digital goods	6.5	3	9
Key System Applications for the Digital Age · Managing knowledge · Enhancing decision making **Building and Managing Systems** · Building information systems	6.5	3	9
Building and Managing Systems · Managing projects · Managing global systems	6.5	2	9
Total Hours	**42**	**21**	**57**

		Total Student Learning Hours (3 credits@40 hours per credit)	120
18	**Main references supporting the module**	· Laudon, K. C. & Laudon, J. P. (2012). Management Information Systems: Managing the Digital Firm (12th ed.). Essex, England: Pearson.	
19	**Additional references supporting the module**	· O'Brien, J. & Marakas, G. (2011). Management Information Systems (10th ed.). New York, NY: McGraw-Hill/Irwin. · Pearlson, K. E. & Saunders, C. S. (2009). Managing and Using Information Systems: a Strategic Approach (4th ed.). New York, NY: Wiley. · Turban, E. & Volonino, L. (2011). Information Technology for Management: Improving Strategic and Operational Performance (8th ed.). Wiley.	
20	**Other additional information**	Major journals relating to issues in this module are: · European Journal of Information Systems · Harvard Business Review · Journal of Information Technology · Journal of Management Information Systems · Journal of The Association For Information Systems · MIS Quarterly	

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FACULTY OF BUSINESS AND INFORMATION SCIENCE (FoBIS)

Course Outline cum Teaching Plan

1.	Course Code & Title:	GM514 Financial Management and Policy
2.	Programme:	Master in Business Administration
3.	Semester and Year:	September 2017
4.	Credit Hour & Contact Hours:	3 / 4 credit hours Lecture: Hours Tutorial: Hours Lab: Hours
5.	Lecturer:	Dr. Ben Yap
6.	Tutor:	Dr. Ben Yap
7.	Mode of Delivery:	Face-to-face
8.	Objective:	The objective of this course is to develop a critical stance in investigating current development in Finance. It draws upon the knowledge of financial management theory and practices, studied in previous finance courses. To provide an informed and critical perspective, students are expected to conduct an independent research from a range of sources including journal articles and certain internet sites. Students will be expected to develop depth of thought and evaluate practical applicability through the case study analysis. The study of financial management at an advanced level ensures that students can exercise judgments and techniques to make commercial value added decisions in strategic financial management and are able to adapt to factors affecting those decisions.
9.	Learning Outcome:	After completing this unit, students will be able to: • Discuss corporate finance functions and agency theory • Analyze financial statements • Apply time principles of time value of money • Value stock and bond • Perform capital budgeting analysis • Perform risk-return analysis • Understand dividend policy

10	Reading List:	**Main Text:** Ross, R., Westerfield, R. and Jordan, B. (2016). Fundamentals of Corporate Finance (11th. Edition), McGraw Hill. Other texts 1. Smart, S Graham John. (2013), Introduction to Financial Management, 4th Edition, Cengage. 2. Weaver, S.G., Weston, J.F., (2007). Strategic Financial Management, Application of Corporate Finance (1st Ed.), South Weston: Thomson. **List of Financial Journals ---** • Advances in Futures and Options Research. • Australian Journal of Management. • Corporate Governance: An International Review. • European Financial Management. • European Journal of Finance. • Financial Review. • Global Finance Journal. • International Review of Economics and Finance. • International Review of Financial Analysis. • Journal of Applied Business Research. • Journal of Applied Finance (formerly Financial Practice and Education)..
11	Method of Assessment:	(see table below)
12	Remark:	-

No.	Method of Assessment	Total
1.	Coursework	
	(a) Group Assignments	**20%**
	(b) Presentation – Group Assignment	**10%**
	(c) Individual Assignment	**20%**
2.	Final Examination	50%
GRAND TOTAL		**100%**

Week	Lecture Topic	Tutorial Questions	Test and Assignment dateline
1	The Scope of Corporate Finance	To be given weekly	
2 & 3	Financial Statement Analysis		
4 & 5	Time Value of Money		
6	Valuation of Bonds		

Week	Lecture Topic	Tutorial Questions	Test and Assignment dateline
7	Valuation of Stocks		
8 & 9	Risks and Returns		
10	Risk, return and the capital asset pricing model		Assignment dateline
11 & 12	Capital budgeting process and decision criteria		
13	Dividend Payout Policy		

This Teaching Plan is:

Prepared by:	Moderated by:	Approved by:
Name: Dr. Ben Yap Lecturer	(Name:) Moderator	(Name:) Head of School/Department
Date: 6th. Sept. 2017	Date:	Date:

UCSI UNIVERSITY

FACULTY OF BUSINESS AND INFORMATION SCIENCE (FoBIS)

Course Outline cum Teaching Plan

<table>
<tr><td>1</td><td>Name of module</td><td colspan="7">BUSINESS POLICY AND STRATEGIC MANAGEMENT</td></tr>
<tr><td>2</td><td>Module code</td><td colspan="7">GM512</td></tr>
<tr><td>3</td><td>Name(s) of academic staff</td><td colspan="7">Asst. Prof. Dr Lee Lai Fatt</td></tr>
<tr><td>4</td><td>Rationale for the inclusion of the module in the programme</td><td colspan="7">The module instills critical, analytical, flexible and creative mindset that will contribute to managerial excellence. Students' strategic thinking abilities are enhanced to prepare them for significant contribution to business.</td></tr>
<tr><td>5</td><td>Semester and year offered</td><td colspan="7">Jan 2018</td></tr>
<tr><td rowspan="3">6</td><td rowspan="3">Total student learning time (SLT)</td><td></td><td colspan="4">Face-to-Face</td><td>Non Face-to-Face</td><td>Total Guided and Independent Learning</td></tr>
<tr><td rowspan="2">L = Lecture
T = Tutorial
P = Practical
O = Others</td><td>L</td><td>T</td><td>P</td><td>O</td><td rowspan="2">78</td><td rowspan="2">120</td></tr>
<tr><td>42</td><td></td><td></td><td></td></tr>
<tr><td>7</td><td>Credit value</td><td colspan="7">3</td></tr>
<tr><td>8</td><td>Prerequisite (if any)</td><td colspan="7">Nil</td></tr>
<tr><td>9</td><td>Objectives</td><td colspan="7">The objectives of this module are as follows:
• Provide a cognitive understanding of the many schools of thought on the nature of strategy and the mind of the strategist;
• Explain procedural elements of strategy and policy making including ability to define strategic issues, critically reflect on the theories and flexibility to employ where useful, and creatively combine or develop conceptual models where necessary;</td></tr>
</table>

		• Discuss contextual elements of strategic management – environmental forces and their impact upon strategic thinking and business policy.
10	**Learning outcomes**	Upon successful completion of this module, students will be able to: **Knowledge** • Explain the many schools of thought on the nature of strategy and the mind of the strategist. **Practical skills** • Apply procedural elements of strategy and policy making including ability to define strategic issues; • Critically reflect on the theories and flexibility to employ where useful; • Creatively combine or develop conceptual models where necessary. **Communication, leadership and team skills** • Improve communication, leadership and team skills through group discussions and assignments. **Problem solving and scientific skills** • Cultivate a holistic understanding of strategic issues using an eclectic approach. **Managerial and entrepreneurial skills** • Identify contextual elements of strategic management – environmental forces and their impact upon strategic thinking and business policy.
11	**Transferable skills**	Students are expected to manage their time for the duration of their studies with specific knowledge and skills to function as a group, develop academic writing that adhere to copyright rules and regulations, and to work well in groups and as a leader in group situations.
12	**Teaching-learning and assessment strategy**	**Teaching-Learning Methods** The pedagogical approach is two-pronged, which includes both teacher and student-centered strategies. For example, lectures facilitate delivery of high volume information and case studies, which allows for more student-centered analytical sessions. In addition, group project enhances cooperation and encourages active learning. **Assessment Strategy** Two major assessment components are coursework and end-of-semester final examination. Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study,

		final examination, presentation, and project, etc.
13	Synopsis	Leading strategic management theories, models, approaches and perspectives have been clustered around ten central issues. These ten strategy issues represent key areas with which strategists must deal in practice. The module structure is decision-oriented rather than tool-oriented and comes with an international perspective. Students are challenged to look at strategic issues, holistically combining critical thinking and problem-solving skills to come up with innovative solutions. The international perspective includes cross-cultural differences within the international context and is explored with cases and illustrations.
14	**Mode of delivery**	May include lecture, case argument, group discussion, and so on.
15	Assessment methods and types	Individual assignment 20% Group presentation 10% Group assignment 20% Final examination 50% Total 100% Note: Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, final examination, presentation, and project, etc.
16	**Mapping of the module to the programme learning outcomes**	Please refer to Table 1.2 in Section 1.2.2.

		Outline	Contact Hours	Project/ Assign.	Self-Learning
17	Content outline of the module and the SLT per topic	**Strategy and Organizational Purposes** • The nature of strategy • Identifying the strategy issues • Structuring the strategy debates • Developing the international perspectives • The issue of corporate mission • The paradox of profitability and responsibility • Perspectives on organizational purpose	6	3	12

		Strategy Process • Strategy thinking: issues of strategic reasoning; paradox of logic and creativity; perspectives on strategic thinking • Strategy formation: issue of realized strategy; paradox of deliberateness and emergence; perspectives on strategy formation • Strategic change: issue of strategic renewal; paradox of revolution and evolution; perspectives on strategic change	12	6	15
		Strategy Content • Business level strategy: issues of competitive advantage; paradox of markets and resources; perspectives on business level strategy • Corporate level strategy: issue of corporate configuration; paradox of responsiveness and synergy; perspectives on corporate level strategy • Network level strategy: issue of inter-organizational relationships; paradox of competition and cooperation; perspectives on network level strategy	12	6	15
		Strategy Context • The industry context: issue of industry development; paradox of compliance and choice; perspectives on the industry context • The organizational context: issue of organizational development; paradox of control and chaos; perspectives on the organizational context • The international context: issues of international configuration; paradox of globalization and localization; perspectives on the international context	12	6	15
		Total Hours	**42**	**21**	**57**
		Total Student Learning Hours (3 credits@40 hours per credit)	**120**		
18	**Main references supporting the**	• De Wit, B. & Meyer, R. (2010). Strategy - Process, Content, Context: An			

	module	International Perspective (4th ed.). Cengage Learning Business Press.
19	**Additional references supporting the module**	• Johnson, G., Whittington, R. & Scholes, K. (2011). Exploring Strategy: Text & Cases (9th ed.). Prentice Hall. • Mintzberg, H., Lampel, J. & Ahlstrand, B. (2005). Strategy Safari: A Guided Tour Through the Wilds of Strategic Management. Free Press. • Porter, M. (1998) Competitive Advantage: Creating and Sustaining Superior Performance. Free Press. • Porter, M (1998) Competitive Strategy: Techniques for Analyzing Industries and Competitors. Free Press.
20	**Other additional information**	Major journals relating to issues in this module are: • Harvard Business Review • Journal of Business Strategy • Sloan Management Review • Strategic Management Journal

Lecture, Tutorial and Assignment Plan

Week	Lecture Topic	Group Assignment & Presentation	Reference
1	Strategy		Chapter 1
2	Strategy Thinking	Case Study 1	Chapter 2
3	Strategy Formulation	Case Study 2	Chapter 3
4	Strategy Change	Case Study 3	Chapter 4
5	Business Level	Case Study 4	Chapter 5
6	Corporate Level	Case Study 5	Chapter 6
7	Network Level	Case Study 6	Chapter 7
8	Industry Context	Case Study 7	Chapter 8
9	Organizational Context	Case Study 8	Chapter 9
10	International Context	Case Study 9	Chapter 10
11	Organizational Purposes	Case Study 10	Chapter 11

Lecture, Tutorial and Assignment Plan			
Week	**Lecture Topic**	**Group Assignment & Presentation**	**Reference**
12	Summary all chapters	Case Study 11	Chapter 1-11
13 &14	REVISION		

This Teaching Plan is:

Prepared by:	Moderated by:	Approved by:
(Name: Asst. Prof. Dr Lee Lai Fatt)	(Name: PADMINI) Moderator	(Name: Prof Abu Bakar.) Head of School/Department
Date: 07.03.2018	Date: 7/3/2018	Date:

UCSI University

1	Name of module	RESEARCH PLANNING
2	Module code	GM528
3	**Name(s) of academic staff**	Appointed supervisors
4	**Rationale for the inclusion of the module in the programme**	This module requires students to produce a master project proposal at the end of the semester. This is a research proposal prepared for an independent master research project (GM520) and one supervisor will be assigned to supervise the student's research project.
5	**Semester and year offered**	Modular
6	Total student learning time (SLT)	L = Lecture T = Tutorial P = Practical O = Others **Face-to-Face**: L: – ; T: – ; P: – ; O: – **Non Face-to-Face**: 120 **Total Guided and Independent Learning**: 120
7	**Credit value**	3
8	**Prerequisite (if any)**	GM504 Research Methods for Business and Management
9	Objectives	The objectives of this module are as follows: • Develop a satisfactory master project proposal; • Identify and define research problems or questions that are to be addressed; • Choose the appropriate research methods to use; • Perform literature review and identify sources of information to use; • Prepare a detail action plan to carry out the project.
10	Learning outcomes	**Upon successful completion of this module, students will be able to:** Knowledge • **Evaluate and present the literature review critically.** Practical Skills • **Produce a satisfactory project proposal.** Values, attitudes and professionalism • Project proposal is presented with proper referencing; • Complete the research proposal according to the schedule. Communication, leadership and team skills • Present the research problem and research questions accordingly. Problem solving and scientific skills • Utilizing the chosen research method to solve the particular research problem.

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18	Main references supporting the module	• Gill, J. & Johnson, P. (2011). Research Method for Managers, 4th Edition, Sage Publications. • Saunders, M., Lewis, P. and Thomhill, A. (2007). Research methods for business students. 4th Edition. England: Financial times – Pearson. • Yin, R.K. (2011). Applications of Case Study Research, 3rd Edition, Sage Publications. • Zikmund, W.G. (2010). Business research methods. 8th Edition. Ohio: Cengage.
19	**Additional references supporting the module**	• Cooper, D. and Schindler, P. (2010). Business research methods. (11th Edition). Ohio: McGraw-Hill. • Malhotra, N.K. (2010). Marketing research. 6th Edition. New Jersey: Prentice Hall. Sekaran, U. and Bougie, R. (2010). Research methods for business. 5th Edition. New Jersey: John Wiley & Sons.
20	Other additional information	Major journals relating to issues in this module are: • Journal of Business Research • Journal of applied Business Research • Other relevant references identified by the student and supervisor with respect to their project/research topic.

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1	**Name of module**	**OPERATIONS AND LOGISTICS MANAGEMENT**
2	Module code	GM508
3	**Name(s) of academic staff**	Assistant Professor Dr. Dazmin bin Daud
4	**Rationale for the inclusion of the module in the programme**	This module is designed to develop an appreciation of the role of operations and logistics management in the modern organization. The module will focus on how to formulate and implement good operations and logistics management practices to the organizations that operating in both the manufacturing and service industries.
5	**Semester and year offered**	**Year 1 Semester 1**

6	Total student learning time (SLT)		**Face-to-Face**				**Non Face-to-Face**	**Total Guided and Independent Learning**
		L = Lecture T = Tutorial P = Practical O = Others	L	T	P	O		
			42				78	120

7	**Credit value**	3
8	**Prerequisite (if any)**	Nil
9	Objectives	The objectives of this module are as follows: • Discuss production and operations management; • Discuss operations and logistics management; • Highlight the relationships between production and marketing for successful manufacturing; • Examine key success factors in logistics management in the real world; • Identify scheduling problems and to identify the techniques to address them; • Introduce Enterprise Resource Planning (ERP) solution market, identify decision-making units and outline the selection process; • Analyze information flows in the Materials Resource Planning II (MRPII) environment and to illustrate how the information can be used to assist in decision-making.
10	**Learning outcomes**	Upon successful completion of this module, students will be able to: Knowledge • Describe the fundamental relationships between logistics and its operations; • Explain different issues in resource requirement planning; • Identify managerial and organizational issues related to logistics operations. Practical skills • Plan, implement, and manage operation in logistics functions.

		Values, attitudes and professionalism • Analyze social issues brought by logistics operations on individual, company, Government and society at large. Communication, leadership and team skills • Improve communication, leadership and team skills through group discussions and assignments. Problem solving and scientific skills • Evaluate benefits and risks of practicing effective logistics operation in business. Managerial and entrepreneurial skills • Identify business opportunities that are enabled by new concept in logistics operations.
11	**Transferable skills**	**Students are expected to manage their time for the duration of their studies with specific knowledge and skills to function as a group, develop academic writing that adhere to copyright rules and regulations, and to work well in groups and as a leader in group situations.**
12	**Teaching-learning and assessment strategy**	**Teaching-Learning Methods** The pedagogical approach is two-pronged, which includes both teacher and student-centered strategies. For example, lectures facilitate delivery of high volume information and case studies, which allows for more student-centered analytical sessions. In addition, group project enhances cooperation and encourages active learning. **Assessment Strategy** Two major assessment components are coursework and end-of-semester final examination. Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.
13	Synopsis	This module provides an overview of the environment in operations management and logistics management. Basic issues in operations planning will be introduced. Topics include forecasting demand, resource requirement planning and some modern operational technology. It then leads the students to the concept of the total supply chain system. Finally, the concept of "logistics" will be introduced to cover the whole supply chain system.
14	**Mode of delivery**	May include lecture, case argument, group discussion, and so on.
15	**Assessment methods and types**	**Individual assignment 20%** **Group assignment 20%** **Group presentation 10%** **Final examination 50%** **Total 100%** Note: Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.

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16	**Mapping of the module to the programme learning outcomes**	Please refer to Table 1.2 in Section 1.2.2.

No.	Item	Outline	Contact Hours	Project/ Assign.	Self-Learning
17	Content outline of the module and the SLT per topic	**Transport Decisions** • Transport service selection • Vehicle routing • Vehicle scheduling • Freight consolidation	8	4	11
		Inventory Policy Decisions • Classifying inventory management problems • Push/Pull inventory control • Pipeline inventories • Supply-driven inventory control	9	4	12
		Purchasing and Supply Scheduling Decisions • Coordination in the supply channel • Supply scheduling • Purchasing	8	4	11
		Storage and Handling Decisions • Site selection • Planning for design and operation • Order picking operation	8	4	11
		Logistics Control • A control process framework • Control system details • Control information, measurement and interpretation • Supply Chain Operations Reference (SCOR) Model	9	5	12
		Total Hours	**42**	**21**	**57**
		Total Student Learning Hours (3 credits@40 hours per credit)	**120**		

18	Main references supporting the module	• Bowersox, D.J., Closs, D.J. & Cooper, M.B. (4th edition)(2012). Supply Chain Logistics Management, New York, NY: McGraw-Hill.
19	**Additional references supporting the module**	• Christopher, M. (2011). Logistics and Supply Chain Management (4th ed.). Harlow, England: Prentice Hall-Financial Times.
20	**Other additional information**	Major journals relating to issues in this module are: • International Journal of Logistics Management • International Journal of Logistics: Research and Applications • International Journal of Physical Distribution & Logistics Management • Journal of Business Logistics

		• Identify global business issues towards individual, company, and society at large. Communication, leadership and team skills • Improve communication, leadership and team skills through group discussions and assignments. Problem solving and scientific skills • Evaluate benefits and risks of global business environment and provide recommendations. Managerial and entrepreneurial skills • Identify business opportunities in global business environment.
11	**Transferable skills**	Students are expected to manage their time for the duration of their studies with specific knowledge and skills to function as a group, develop academic writing that adhere to copyright rules and regulations, and to work well in groups and as a leader in group situations.
12	Teaching-learning and assessment strategy	**Teaching-Learning Methods** The pedagogical approach is two-pronged, which includes both teacher and student-centered strategies. For example, lectures facilitate delivery of high volume information and case studies, which allows for more student-centered analytical sessions. In addition, group project enhances cooperation and encourages active learning. **Assessment Strategy** Two major assessment components are coursework and end-of-semester final examination. Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.
13	**Synopsis**	This module provides students with the necessary knowledge, skills, and application abilities to successfully function within a very competitive commercial and entrepreneurial environment. The module helps point the direction to students to pursue theoretical knowledge sourced from peer-reviewed journals and other academic publications. Students will be exposed to different scenarios that require them to utilize creative and critical thinking skills as well as problem-solving abilities to work as individuals and as a group.
14	Mode of delivery	May include lecture, case argument, group discussion, and so on.
15	**Assessment methods and types**	Individual assignment 20% Group assignment 30% Final examination 50% Total 100% **Note:** Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.

16	Mapping of the module to the programme learning outcomes	Please refer to Table 1.2 in Section 1.2.2.			
17	Content outline of the module and the SLT per topic	**Outline**	**Contact Hours**	**Project/ Assign.**	**Self-Learning**
		An Overview of International Business · What is international business? · Why study international business? · International business activities · The contemporary causes of globalization	3	1	4
		Global Marketplaces and Business Centers · The marketplaces of North America · The marketplaces of Western Europe · The marketplaces of Eastern Europe and Central Asia · The marketplaces of Asia · The marketplaces of Africa and Middle East · The marketplaces of South America	6	3	8
		The Role of Culture · Characteristics of culture · Elements of culture · Seeing the forest, not the trees · International management and cultural differences	3	1	5
		International Trade and Investment · International trade and the world economy · Classical country-based trade theories · Modern firm-based trade theories · An overview of international investment · International investment theories · Factors influencing foreign direct investment	4	2	5
		The International Monetary System and the Balance of Payment · History of the international monetary system	3	2	4
		Foreign Exchange and International Financial Markets · The economics of foreign exchange · The structure of the foreign-exchange market · The international capital market	3	2	4
		Formulation of National Trade Policies · Rationales for trade intervention · Barriers to international trade · Promotion of international trade · Controlling unfair trade practices	3	2	4

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		International Cooperation Among Nations • The general agreements on tariffs and trade and the World Trade Organization • Regional economic integration • The European Union • Other regional trading blocs	3	2	4
		Strategies for Analyzing and Entering Foreign Markets • Foreign market analysis • Choosing a mode of entry • Exporting to foreign markets • International licensing • International franchising • Specialized entry modes for international business • Foreign direct investment	5	3	7
		International Strategic Alliances • International corporate cooperation • Benefits of strategic alliances • Scope of strategic alliances • Implementation of strategic alliances • Pitfalls of strategic alliances	3	1	4
		International Organization Design and Control • The nature of international organizational design • Global organization designs • Related issues in global organization design • The control function in international business • Managing the control function in international business	3	1	4
		International Operations Management • The nature of international operations management • Production management • International service operations • Managing productivity in international business • Managing quality in international business • Managing information in international business	3	1	4
		Total Hours	**42**	**21**	**57**
		Total Student Learning Hours (3 credits@40 hours per credit)	**120**		
18	**Main references supporting the module**	• Griffin, R., & Pustay, M., (2010). International Business. 6th edn., Prentice Hall, New Jersey, USA.			
19	**Additional references supporting the**	• Ball, D., McCulloch, W.H., Geringer, M., & Frantz, P.L. (2010). International Business: The Challenge of Global Competition. 12th edn., McGraw-Hill, USA.			

	module	• Wild, J., Wild, K. & Han, J., (2012) International Business – the Challenges of Globalization. 6th edn. Prentice Hall, New Jersey, USA.
20	**Other additional information**	Major journals relating to issues in this module are: • European Journal of International Management • Harvard Business Review • Journal of International Business Studies • Journal of International Management • Management International Review

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FACULTY OF BUSINESS AND INFORMATION SCIENCE (FoBIS)

Course Outline cum Teaching Plan

1.	Course Code & Title:	GM524 ETHICS AND CORPORATE SOCIAL RESPONSIBILITY
2.	Programme:	MBA
3.	Semester and Year:	January, 2018
4.	Credit Hour & Contact Hours:	3 credit hours Lecture: 3 hours
5.	Lecturer:	Assistant Professor Dr Chaw Lee Yen
6.	Tutor:	-
7.	Mode of Delivery:	Lecture, Case Study, Presentation, Group Discussion, Online Activity.
8.	Objective:	The main aims of this unit are: • To give students tools that assist in managing ethical and corporate responsible issues involved in today's business world and in understanding the role that corporations play with regards to these areas. • To provide students with a basic understanding of the ethical standards in today's business as well as the differences around the world. • To allow students to explore government and political environments involved in the business world; and focus on stakeholders, and dilemmas posed by outside pressure, with the differences in thoughts among groups.
9.	Learning Outcome:	After completing this unit, students will be able to: **Knowledge** • To grasp basic concepts relevant to business ethics. • To develop ethical principles in a variety of business domains. • To develop a strong appreciation of a range of significant issues and case studies, that demonstrate the ethical dilemma faced by large and small corporations. **Practical skills** • To understand and apply the concepts and theories of ethical responsibility in decision-making. **Ethics, professionalism and humanities** • To adhere to ethical standards in making decisions or giving opinions. **Communication, leadership and team skills** • To discuss ethical issues with people from a variety of viewpoints and backgrounds. • To practice constructive dialog that will directly translate into practice in their business endeavors.

10.	Reading List:	**Main Text:** 1. Fraedrich, J., Ferrell, L., and Ferrell, O.C. (2014). Ethical Decision Making in Business: A Managerial Approach. South-Western CENGAGE **Additional Text :** 1. Hartman, L.P., DesJardins, J., & MacDonald, C. (2014). Business Ethics: Decision Making for Personal Integrity and Social Responsibility. McGraw Hill, 3rd edition. Articles: 1. Greg Wood, (2017) "Reflections on business ethics through 1992-2017", European Business Review, Vol. 29 Issue: 6, pp.628-641, https://doi.org/10.1108/EBR-07-2017-0144 2. Zsolt Boda, Laszlo Zsolnai, (2016) "The failure of business ethics", Society and Business Review, Vol. 11 Issue: 1, pp.93-104, https://doi.org/10.1108/SBR-11-2015-0066 3. Jeffrey Kantor, Jacob Weisberg, (2002) "Ethical attitudes and ethical behavior: are managers role models?", International Journal of Manpower, Vol. 23 Issue: 8, pp.687-703, https://doi.org/10.1108/01437720210453885 4. Diana Winstanley, Jean Woodall, Edmund Heery, (1996) "Business ethics and human resource management: Themes and issues", Personnel Review, Vol. 25 Issue: 6, pp.5-12, https://doi.org/10.1108/00483489610148491
11.	Additional Sources:	N/A
12.	Method of Assessment:	(see table below)
13.	Remark:	-

No.	Method of Assessment	Total
1.	Coursework	
	a) Individual Assignment	20%
	b) Group Assignment	30%
	c) Group Oral Presentation	10%
2.	Final Examination	40%
	GRAND TOTAL	100%

Lecture, Tutorial and Assignment Plan				
Session	Lecture Topic	Tutorial Topic	Activity	Reference

Lecture, Tutorial and Assignment Plan				
Session	Lecture Topic	Tutorial Topic	Activity	Reference
1	The Importance of Business Ethics		Review questions-class discussions	Text: Chapter 1, lecture materials, Internet resources
2	Stakeholder Relationships, Social Responsibility and Corporate Governance (I)		Review questions-class discussions	Text: Chapter 2, lecture materials, Internet resources
3	Emerging Business Ethics Issues	Article Reading https://doi.org/10.1108/CCIJ-01-2016-0009	Blended Learning	Text: Chapter 3, lecture materials, Internet resources
4	Ethical Decision Making		Review questions-class discussions	Text: Chapter 5, lecture materials, Internet resources
5	Federal Territory's Day			No Class
6	Individual Factors: Moral Philosophies and Values	Individual assignment report due		Text: Chapter 6, lecture materials, Internet resources
7	Organizational Factors: The Role of Ethical Culture and Relationships (I)		Online Activity	Text: Chapter 7, lecture materials, Internet resources
8	Organizational Factors: The Role of Ethical Culture and Relationships (II)	Article reading https://doi.org/10.1108/14720700910936056		Text: Chapter 7, lecture materials, Internet resources
9	Developing an Effective Ethics Program			Text: Chapter 8 lecture materials, Internet resources
10	Managing and Controlling Ethics Programs		Group presentation: 8/3	Text: Chapter 9, lecture materials, Internet resources
11	Business Ethics in a Global Economy		Group presentation: 15/3	Text: Chapter 10, lecture materials, Internet resources
12	Ethical Leadership (I)		Group presentation: 22/3	Text: Chapter 11, lecture materials, Internet resources
13	Ethical Leadership (II)			Text: Chapter 11, lecture materials, Internet resources

Lecture, Tutorial and Assignment Plan				
Session	Lecture Topic	Tutorial Topic	Activity	Reference
14	Revision		submission of group assignment report	

This Teaching Plan is:

Prepared by:	Moderated by:	Approved by:
(Name: Dr Chaw) Lead Lecturer	(Name: Dr Lee Jai Fgti Moderator	(Name: Prof Bakar) Head of Department
Date: 3/1/18	Date: 3/1/18	Date: JAN. 2018

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<table>
<tr><td>1</td><td>Name of module</td><td colspan="7">RESEARCH METHODS FOR BUSINESS AND MANAGEMENT</td></tr>
<tr><td>2</td><td>Module code</td><td colspan="7">GM504</td></tr>
<tr><td>3</td><td>Name(s) of academic staff</td><td colspan="7"></td></tr>
<tr><td>4</td><td>Rationale for the inclusion of the module in the programme</td><td colspan="7">This module requires students to understand and use different business research methods for the purpose of producing a master project proposal in the subsequent semester.</td></tr>
<tr><td>5</td><td>Semester and year offered</td><td colspan="7">Semester 1</td></tr>
<tr><td rowspan="3">6</td><td rowspan="3">Total student learning time (SLT)</td><td></td><td colspan="4">Face-to-Face</td><td>Non Face-to-Face</td><td>Total Guided and Independent Learning</td></tr>
<tr><td rowspan="2">L = Lecture
T = Tutorial
P = Practical
O = Others</td><td>L</td><td>T</td><td>P</td><td>O</td><td rowspan="2"></td><td rowspan="2"></td></tr>
<tr><td></td><td></td><td></td><td></td></tr>
<tr><td>7</td><td>Credit value</td><td colspan="7">3</td></tr>
<tr><td>8</td><td>Prerequisite (if any)</td><td colspan="7">Nil</td></tr>
<tr><td>9</td><td>Objectives</td><td colspan="7">The objectives of this module are as follows:
• Understand a range of research methods, their applications and limitations;
• Apply a number of such research methods to particular small-scale studies;
• Demonstrate appreciation of the skills and techniques involved in undertaking research, in particular within the area of business and management;
• Provide students with a clear and practical appreciation of research methods applied in a business context;
• Focus on the identification of appropriate research methods to address the business problem;
• Provide students with an understanding and the position to write clear research briefs and research proposals;
• Introduce students to a range of data collection methods;
• Provide students with a range of qualitative and quantitative data analytic techniques.</td></tr>
<tr><td>10</td><td>Learning outcomes</td><td colspan="7">Upon successful completion of this module, students will be able to:

<u>Knowledge</u>
• Understand the approaches to business and management research, their applications and limitations.

<u>Practical Skills</u>
• Conduct a range of data collection operations.

<u>Values, attitudes and professionalism</u></td></tr>
</table>

		• Analyse both quantitative and qualitative data professionally. Communication, leadership and team skills • Report on the research findings. Problem solving and scientific skills • Identify and design an appropriate research inquiry to solve a particular business problem scientifically. Information management and lifelong learning skills • Continue to read and conduct research in various business areas. Managerial and entrepreneurial skills • Appreciate the role of research within the functions of a modern business organization and business decision process.
11	**Transferable skills**	Students are expected to manage their time for the duration of their studies with specific knowledge and skills to function as a group, develop academic writing that adhere to copyright rules and regulations, and to work well in groups and as a leader in group situations.
12	**Teaching-learning and assessment strategy**	**Teaching-Learning Methods** The pedagogical approach is two-pronged, which includes both teacher and student-centered strategies. For example, lectures facilitate delivery of high volume information and case studies, which allows for more student-centered analytical sessions. In addition, group project enhances cooperation and encourages active learning. **Assessment Strategy** 100% coursework assessment component which may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.
13	**Synopsis**	This module introduces key research methods applicable to business and management in terms of addressing problems with scientific thinking. It is broadly based and incorporating sessions on research skills and process, research approaches, some statistical and measurement concepts.
14	**Mode of delivery**	May include lecture, case argument, group discussion, and so on.
15	**Assessment methods and types**	Group assignment 30% Group presentation 20% Individual assignment 50% **Total 100%** Note: Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.

16	Mapping of the module to the programme learning outcomes	Please refer to Table 1.2 in Section 1.2.2.			
17	Content outline of the module and the SLT per topic	**Outline**	**Contact Hours**	**Project/ Assign.**	**Self-Learning**
		Research in Business and Management • The nature of business and management research • A classification of marketing research			
		Addressing Business and Management • Formulating and clarifying the research topic • Attributes of a good research topic			
		Problems with Scientific Thinking • Critically reviewing the literature review • Marketing decision problem and marketing research problem			
		The Research Process • Research design • Measurement and scaling • Questionnaire and form design • Sampling design			
		The Research Proposal • Literature review (research problems, research objectives, research questions and hypotheses) • Conceptual framework • Research methodology			
		Ethics in Business and Management Research • Ethical guidelines in business and management research			
		Research Approaches • Qualitative research • Quantitative research			
		Sources and Collection of Data • Primary data vs secondary data • Cross-sectional vs longitudinal studies			
		Analysis and Presentation of Data • Data preparation • Descriptive analysis • Scale measurement • Inferential analysis			
		Communicating Research Results • Test of differences • Test of association • Test of relationship			
		Preparation of Research Manuscript • Reporting writing for research proposal			
		Total Hours			
		Total Student Learning Hours			
18	Main references				

	supporting the module	• Saunders, M., Lewis, P. and Thornhill, A. (latest edition). Research methods for business students. 7th edition. England: Financial times – Pearson.(2015) • Zikmund, W.G. (2013). Business research methods. 9th edition. Ohio: Cengage.
19	**Additional references supporting the module**	• Cooper, D. and Schindler, P. (2010). Business research methods. (11th Edition). Ohio: McGraw-Hill. • Malhotra, N.K. (2010). Marketing research. 6th Edition. New Jersey: Prentice Hall. • Sekaran, U. and Bougie, R. (2010). Research methods for business. 5th Edition. New Jersey: John Wiley & Sons.
20	**Other additional information**	Major journals relating to issues in this module are: • Journal of Applied Business Research • Journal of Business Research

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<table>
<tr><td>1</td><td>Name of module</td><td colspan="6">MARKETING MANAGEMENT</td></tr>
<tr><td>2</td><td>Module code</td><td colspan="6">GM502</td></tr>
<tr><td>3</td><td>Name(s) of academic staff</td><td colspan="6">Profesor Dr. Abu Bakar Bin Sade</td></tr>
<tr><td>4</td><td>Rationale for the inclusion of the module in the programme</td><td colspan="6">This module is designed to develop an appreciation of the role of marketing in the modern organization. The module will focus on what being "market oriented" means in practice to organizations operating in commercial and public services sectors as well as manufacturing and service industries.</td></tr>
<tr><td>5</td><td>Semester and year offered</td><td colspan="6"></td></tr>
<tr><td rowspan="3">6</td><td rowspan="3">Total student learning time (SLT)</td><td></td><td colspan="4">Face-to-Face</td><td>Non Face-to-Face</td><td>Total Guided and Independent Learning</td></tr>
<tr><td rowspan="2">L = Lecture
T = Tutorial
P = Practical
O = Others</td><td>L</td><td>T</td><td>P</td><td>O</td><td rowspan="2">78</td><td rowspan="2">120</td></tr>
<tr><td>42</td><td></td><td></td><td></td></tr>
<tr><td>7</td><td>Credit value</td><td colspan="6">3</td></tr>
<tr><td>8</td><td>Prerequisite (if any)</td><td colspan="6">Nil</td></tr>
<tr><td>9</td><td>Objectives</td><td colspan="6">The objectives of this module are as follows:

• Provide an introduction to the key concepts, principles and practices that constitute the marketing discipline;
• Develop a focus on marketing as a business philosophy underpinning the activities of the firm;
• Explore contemporary marketing management and appreciate the interdependency of business functions;
• Focus the entire organization on its critical interfaces with its markets and publics;
• Provide an understanding of the marketing process; strategic marketing planning; the marketing environment; marketing research and marketing information system; consumer behaviour; business markets; market segmentation; targeting and positioning; product development and management; brand management; pricing strategy; promotion strategy; competitive on marketing strategy and marketing implementation.</td></tr>
<tr><td>10</td><td>Learning outcomes</td><td colspan="6">Upon successful completion of this module, students will be able to:

Knowledge
• Demonstrate a sound appreciation of the basic concepts of marketing theory and the application of those concepts;
• Articulate an understanding of the components of strategic marketing management, of the nature of marketing systems, and of the dynamic and complex nature of market places and marketing action.</td></tr>
</table>

		Practical skills • Apply key marketing concepts and skills (e.g., market segmentation, product development, promotion planning, development of strategies for competitive advantage) in the context of contemporary organizations. Values, attitudes and professionalism • Explain social and ethical issues relevant to marketing practices. Communication, leadership and team skills • Improve communication, leadership and team skills through group discussions and assignments. Problem solving and scientific skills • Evaluate benefits and risks of various marketing options. Managerial and entrepreneurial skills • Identify and analyze marketplace phenomena including the relationship between an organization, its market and its environment.
11	**Transferable skills**	Students are expected to manage their time for the duration of their studies with specific knowledge and skills to function as a group, develop academic writing that adhere to copyright rules and regulations, and to work well in groups and as a leader in group situations.
12	Teaching-learning and assessment strategy	**Teaching-Learning Methods** The pedagogical approach is two-pronged, which includes both teacher and student-centered strategies. For example, lectures facilitate delivery of high volume information and case studies, which allows for more student-centered analytical sessions. In addition, group project enhances cooperation and encourages active learning. **Assessment Strategy** Two major assessment components are coursework and end-of-semester final examination. Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.
13	**Synopsis**	This module introduces the basic concepts, practices and strategies of marketing to students and to provide students with insights into marketing developments.
14	**Mode of delivery**	May include lecture, case argument, group discussion, and so on.
15	**Assessment methods and types**	Individual assignment 25% Group assignment 15% Group presentation 10% Final examination 50% **Total 100%** Note: Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.

16	Mapping of the module to the programme learning outcomes	Please refer to Table 1.2 in Section 1.2.2.			
17	**Content outline of the module and the SLT per topic**	**Outline**	**Contact Hours**	**Project/ Assign.**	**Self-Learning**
		Defining Marketing for the 21st Century • The importance of marketing • The scope of marketing • Core marketing concepts • New marketing realities • Company orientations toward the marketplace • Marketing management tasks	3	1.5	5
		Developing Marketing Strategies and Plans • Marketing and customer value • Corporate and division strategic planning • Business unit strategic planning • Product planning: the nature and contents of a marketing plan	3	1.5	4
		Conducting Marketing Research and Forecasting Demand • The marketing research system • The marketing research process • Marketing research in Asia • Measuring marketing productivity	3	1.5	4
		Creating Customer Value, Satisfaction and Loyalty • Building customer value, satisfaction and loyalty • Maximizing customer lifetime value • Cultivating customer relationships • Customer databases and database marketing	3	1.5	4
		Analyzing Consumer Markets • Influences of consumer behavior • Key psychological processes • The buying decision process: the 5-stage model • Other theories of consumer decision making	3	1.5	4
		Identifying Market Segments and Targets • Levels of market segmentation • Bases for segmenting consumer markets • Bases for segmenting business markets • Marketing targeting	3	1.5	4
		Creating Brand Equity • Building brand equity • Measuring brand equity • Managing brand equity • Devising a branding strategy • Customer equity • Crafting the brand positioning	3	1.5	4

		Dealing with Competition • Competitive forces • Identifying competitors • Analyzing competitors • Competitive strategies for market leaders • Other competitive strategies • Balancing customer and competitor orientations	3	1.5	4
		Setting Product Strategy • Product characteristics and classifications • Differentiation • Product and brand relationships • Packaging, labeling, warranties and guarantees	3	1.5	4
		Designing and Managing Services • The nature of services • Marketing strategies for service firms • Managing service quality • Managing service brands • Managing product support services	3	1.5	4
		Developing Pricing Strategies and Programs • Understanding pricing • Setting the price • Adapting the price • Initiating and responding to price changes	3	1.5	4
		Designing and Managing Marketing Channels and Value Networks • Marketing channels and value networks • The role of marketing channels • Channel-design decisions • Channel-management decisions • Channel integration and systems • Conflict, cooperation and competition • E-commerce marketing practice	3	1.5	4
		Designing and Managing Integrated Marketing Communications • The role of marketing communications • Developing effective communications • Deciding on the marketing communications mix • Managing the integrated marketing communications process	3	1.5	4
		Tapping Into Global Markets • Competing on a global basis • Deciding which markets to enter • Deciding how to enter the market • Deciding on the marketing program • Country-of-origin effects • Deciding on the marketing organization	3	1.5	4
		Total Hours	**42**	**21**	**57**
		Total Student Learning Hours (3 credits@40 hours per credit)	**120**		
18	**Main references supporting the module**	• Kotler, P., Keller, K. L., Ang, S. H., Leong, S.M. & Tan, C. T. (15th edition 2015).			

		Marketing management –An Asian perspective. 5th Edition. Singapore: Prentice Hall.
19	**Additional references supporting the module**	• Kotler, P., Armstrong, G., Ang, S. H., Leong S. M., Tan, C. T. & Tse, D. K. (2005). Principles of marketing: An Asian Perspective. 11th Edition. Singapore: Prentice Hall. • Kotler, P. & Keller, K. (2011) Marketing Management, 14th Edition, Prentice Hall. • Solomon, M. R., Marshall, G. W. & Stuart, E. W. (2011). Marketing: Real people, real choices. 7th Edition. New Jersey: Prentice Hall.
20	**Other additional information**	**Major journals relating to issues in this module are:** • Harvard Business Review • Journal of Marketing • Journal of Marketing Research

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1	Name of module	**FINANCIAL ACCOUNTING AND ANALYSIS**
2	Module code	GM501
3	Name(s) of academic staff	Assistant Professor Dr. Vahid Biglari Assistant Professor Dr. Yap Chin Fook
4	**Rationale for the inclusion of the module in the programme**	This module addresses the strategic and analytical skills essential for business managers in managing business and making effective business judgment, from various stakeholder perspectives, based on financial accounting information.
5	**Semester and year offered**	
6	**Total student learning time** (SLT)	see below
7	**Credit value**	3
8	**Prerequisite (if any)**	Nil
9	**Objectives**	The objectives of this module are as follows: • Discuss the importance of financial accounting knowledge in business from various stakeholder perspectives; • Explain financial accounting information cycles, financial statements reporting and financial markets; • Examine contemporary and emerging issues in financial accounting; • Introduce corporate governance and corporate social responsibilities; • Critically analyze financial accounting information for strategic business decision making.
10	**Learning outcomes**	Upon successful completion of this module, students will be able to: **Knowledge** • Describe the importance of financial accounting information in business from various stakeholder perspectives; • Comprehend financial accounting information cycles, financial statements reporting and financial markets; • Explain contemporary and emerging issues in financial accounting. Practical skills • Critically analyze financial accounting information for strategic business decision making. Social skills and responsibilities

Total student learning time (SLT):

	Face-to-Face				Non Face-to-Face	Total Guided and Independent Learning
L = Lecture T = Tutorial P = Practical O = Others	L	T	P	O		
	42				78	120

		• Explain issues and challenges that are critical to corporate social responsibility and corporate governance. Values, attitudes and professionalism • Appreciate issues of financial accounting and reporting on shareholders, directors, managers, companies, business communities, and society at large. Communication, leadership and team skills • Improve communication, leadership and team skills through group discussions and assignments. Problem solving and scientific skills • Analyze financial information from financial statements using various analytical tools and critical thinking. Managerial and entrepreneurial skills • Manage expectation of various stakeholders from financial accounting and reporting perspectives.
11	Transferable skills	Students are expected to manage their time for the duration of their studies with specific knowledge and skills to function as a group, develop academic writing that adhere to copyright rules and regulations, and to work well in groups and as a leader in group situations.
12	Teaching-learning and assessment strategy	**Teaching-Learning Methods** The pedagogical approach is two-pronged, which includes both teacher and student-centered strategies. For example, lectures facilitate delivery of high volume information and case studies, which allows for more student-centered analytical sessions. In addition, group project enhances cooperation and encourages active learning. **Assessment Strategy** 100% coursework assessment component which may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.
13	Synopsis	This module focuses on equipping students with the contemporary knowledge and skills to analyze, interpret and use financial statements from various stakeholder perspectives for strategic business decision making. The students will be exposed to vocabulary, preparation, responsibility, ethic and bias that underline accounting processes and financial reports.
14	Mode of delivery	May include lecture, case argument, group discussion, and so on.
15	Assessment methods and types	Individual assignment 1 20% Individual assignment 2 30% Group assignment 50% Total 100% Note: Coursework may include such individual or group assignments as reflective journal, academic essay and report, consultant's report, case study, mid-term examination, presentation, and project, etc.

16	Mapping of the module to the programme learning outcomes	Please refer to Table 1.2 in Section 1.2.2.			
17	Content outline of the module and the SLT per topic	**Outline**	**Contact Hours**	**Project/ Assign.**	**Self-Learning**
		The Nature and Paradigm of Accounting • Different accounting information • Function of accounting information • Financial market and accounting information • Roles of accountants, auditors, regulators, directors, shareholders in relation to accounting information • Past, present and future of financial accounting and reporting	4	3	4
		Transactions to Accounting Information • Overview of accounting concepts • Cycles of accounting information • Accounting conceptual frameworks • Recognition, measurement, recording and disclosure • Fraud and irregularities • Reporting and responsibilities • End of period adjustments	6	3	8
		Financial Statement and Analysis • Balance sheet • Income statement • Statement of cash flows • Notes to account • Chairman/board of directors/committees/ auditors' reports and other statements • Accounting ratio analysis • Business strategy and valuation	20	9	28
		Regulatory and Contemporary Issues in Financial Reporting • Current issues in financial accounting • Ethical and social issue in financial reporting • Corporate governance and corporate social responsibility	12	6	17
		Total Hours	**42**	**21**	**57**
		Total Student Learning Hours (3 credits@40 hours per credit)	**120**		
18	Main references supporting the module	• Charles H. Gibson (13th edition) Financial Reporting and Analysis: Using Financial Accounting Information, Thomson South – Western. (2013) • Lyn M. Fraser and Aileen Ormiston (11th edition), Understanding Financial Statements, International: New ed : 11th ed (2014) Pearson.			
19	Additional references supporting the module	• Charles H. Gibson (2009 – 11th Edition) Financial Reporting and Analysis: Using Financial Accounting Information, Thomson South – Western. • Clyde Stickney, Paul R. Brown, and James M. Wahlen Financial Reporting, Financial Statement Analysis, and Valuation: A Strategic Perspective. (2007 - 6th			

20		Edition) Thomson South-Western. • Palepu, Krishna G. and Healy, Paul M. (2008 – 4th Edition) Business Analysis & Valuation using financial statements, Thomson South-Western.
20	Other additional information	Major journals relating to issues in this module are: • Abacus • Accountancy • Accounting Horizons • Accounting and Business Research (ABR) • Accounting Review (AR) • Journal of Accounting Research (JAR) • Journal of Accounting and Economics (JAE) • Accounting, Organisations and Society (AOS) • Accounting, Auditing and Accountability Journal (AAAJ)

SQA Scottish Qualifications Authority

Arrangements for:

SQA Advanced Certificate in Art and Design

Group Award Code: GN0P 47

SQA Advanced Diploma in Art and Design

Group Award Code: GM8M 48

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Acknowledgement

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of SQA Advanced Qualifications.

History of changes

It is anticipated that changes will take place during the life of the qualification and this section will record these changes. Centres are advised to check SQA Connect to confirm they are using the up to date qualification structure.

NOTE: Where a unit is revised by another unit:

- No new centres may be approved to offer the unit which has been revised.
- Centres should only enter students for the unit which has been revised where they are expected to complete the unit before its finish date.

Version number	Description	Date

Contents

1 Introduction

This is the Arrangements Document for the group awards in SQA Advanced Certificate in Art and Design and SQA Advanced Diploma in Art and Design. This document includes background information on the group award, its aims, details of the group award structure, and guidance on delivery.

The courses have been designed to provide candidates with a vibrant and challenging creative experience, which will draw on their existing skills and strengths, and assist with the development of their creative vision. The intention is to provide candidates with a sufficiently broad base of art and design skills, pertinent to either employment as a practising artist or designer, or alternatively, for successful articulation onto a diverse range of Higher Education Institute (HEI) degree programmes.

2 Rationale

The SQA Advanced Certificate and SQA Advanced Diploma in Art and Design are designed to equip candidates with the knowledge, understanding and skills required for success in current and future employment or for progression to further academic and/or professional qualifications.

3 Aims of the group awards

All SQA Advanced Certificates and SQA Advanced Diplomas have a range of broad aims that are generally applicable to all equivalent HE qualifications. Examples may include:

- developing knowledge and skills — planning, analysis and synthesising
- developing skills for employment and enhancing employment prospects
- enabling progression in the Scottish Credit and Qualifications Framework (SCQF)
- developing study and research skills
- developing options to permit an element of vocational specialisation
- preparing candidates for progression to further studies in specific subjects or related disciplines

The qualifications comprise a core framework of generic Art and Design-based units, which underpin the group award structures. Individual centres will supplement this common core with a selected range of optional studies. Candidates completing an SQA Advanced Diploma course also have the additional opportunity for individualised learning programmes tailored to their specific Art and Design skills, strengths and future needs. A substantial proportion of their studies will be self-directed, allowing for the development of critical thinking, planning and self-evaluation skills. During both years, candidates will have opportunities to develop all five core skills within their programme of study helping them to prepare more effectively for transition to employment or HEIs. In addition they will have opportunities to complete units in business, professional practice or new media areas within the group awards.

At the end of the course of study, candidates will have had opportunities to refine a broad range of Art and Design skills in two and/or three dimensional areas, demonstrating a thorough grounding in research, analysis and concept development using a range of media and techniques and processes including:

- observational/developmental drawing skills
- contextual studies in both contemporary and historical contexts
- investigative research — visual/written/oral
- professional presentation skills
- visual analysis, presentation and concept development
- 2-D/3-D media handling skills in a variety of contexts

Candidates will also be provided with opportunities to develop a range of additional transferable skills across the group award(s):

- communication — written/oral/visual
- critical thinking and problem solving
- time management/project planning
- team working skills
- numeracy
- information technology

The SQA Advanced Certificate units have been chosen to provide candidates with a coherent foundation of key skills and knowledge that will support their subject-specific content. The SQA Advanced Diploma will follow a similar structure. This is designed to give candidates the opportunity to gain advanced skills within an Art and Design specialism, which strongly enhances the candidate's prospects of successful progression into either employment or Higher Education, allowing for the sustained development of integrated multi-disciplinary approaches to the generation of practical folio work. Candidates will also be encouraged to evaluate, research, develop and contextualise their concepts and designs in response to their subject choice. By bringing a wide diversity of subject areas together within the optional unit content within one unifying framework for Art and Design, candidates and centres will have increased opportunities to design tailored curricula to meet a diversity of needs providing a coherent learning experience for an increasingly diverse group of learners.

Having experience of different subjects within the context of Art and Design allows candidates to make informed choices for later specialisation. However, if needed for articulation purposes, it will be possible for candidates to choose a variety of different subject areas within each group award rather than focusing on a dedicated specialism.

These underlying principles of the SQA Advanced Certificate/SQA Advanced Diploma group awards in Art and Design have been divided into general aims and subject-related (specific) aims.

3.1 General aims of the group awards

All SQA Advanced Certificate/SQA Advanced Diplomas have a range of broad aims that are generally applicable to all equivalent HE qualifications. The SQA Advanced Certificate and SQA Advanced Diploma in Art and Design share the following list of general aims:

1. To enable progression within the Scottish Credit and Qualifications Framework (SCQF)
2. To develop critical-thinking skills and evaluative processes
3. To develop problem solving and project and time-management skills
4. To develop communication skills and presentation techniques
5. To develop the ability to be flexible and to work co-operatively with others (citizenship and Curriculum for Excellence four capacities)
6. To develop personal effectiveness and professional practice through the development of IT and research skills
7. To provide opportunities for career planning and progression to employment or further study and providing opportunities for personal-development planning

3.2 Specific aims of the group awards

The subject-specific related aims of both the SQA Advanced Certificate and SQA Advanced Diploma are to

8 develop an understanding of interdisciplinary connections between the various subject areas within Art and Design
9 develop a critical-thinking capacity and reflective evaluation processes within the visual arts
10 develop awareness of the cultural, sustainable and industrial contexts in which Art and Design functions
11 develop candidate's creative processes and visual language
12 refine and demonstrate applied knowledge of a broad range of Art and Design skills in 2-D and/or 3-D areas
13 develop a broad-based curricula that can facilitate vocational specialism taking account of relevant health and safety considerations

At SQA Advanced Diploma level the specific aims 8, 9, 10, 11 and 12 will be further consolidated and extended within the context of SCQF levelling of unit content.

3.3 Target groups

The Art and Design SQA Advanced Group Awards are suitable for a wide range of candidates including:

- school leavers
- adult returners to education
- candidates in employment
- self-employed individuals

3.4 Employment opportunities

SQA Advanced Certificates and SQA Advanced Diplomas are normally designed to meet the needs of industry and professional bodies by developing the knowledge and skills, which candidates need to gain entry into employment. The feedback and guidance gained from the market research in the employment sector has been of vital importance in the construction of the awards. As a result it is strongly recommended that candidates complete optional units including reflective practice and professional practice approaches. The diagram in Appendix 1 shows a proposed selection of units for a candidate undertaking an SQA Advanced Diploma in Art and Design, who intends to progress into employment on completing the award.

Market research confirmed that candidates who gained these SQA Advanced Certificate/SQA Advanced Diploma qualifications would have employment opportunities in the following areas

- practising artists/designers
- applied artists/designers
- artists materials suppliers
- illustrators
- community artists/community arts organisers
- ceramicists
- fashion/textile designers
- artist printmakers
- gallery proprietors/curators
- art workers — healthcare

3.5 Higher Education

Articulation arrangements exist between a number of Scottish, UK and international universities where SQA Advanced Certificates and Diplomas will be accepted as advanced entry to either the second or third year of a related degree programme. Depending on the specific degree programme, certain units may be required as part of the SQA Advanced Certificate/Diploma. The optional section of the framework is sufficiently broad to ensure that centres are able to comply with reasonable articulation requests. A high proportion of our candidates have articulated to degree programmes and successfully completed them.

3.6 Professional bodies

SQA Advanced Certificates and Diplomas are recognised by many professional bodies. Candidates achieving an SQA Advanced Certificate/Diploma may meet the professional body entry requirements. Candidates may also gain partial and full exemptions to professional body exams.

4 Access to group awards

4.1 General access requirements

SQA Advanced Certificate/SQA Advanced Diploma in Art and Design courses increasingly attract a wide range of diverse applicants from different backgrounds and with a rich variety of experiences. As with all SQA qualifications, access to the awards will be at the discretion of the centre but, given the demands of the courses, it is advisable that candidates demonstrate competence in Art and Design-related areas. It is suggested that this could be evidenced by possession of one or more of the following qualifications:

- SQA National Units and courses in relevant areas at Higher or Advanced Higher level
- SQA Scottish Group Award (SGA) in Art and Design at National 5 level, with additional appropriate Highers
- SQA SGA in Art and Design at Higher level
- SQA SGA at Advanced Higher level or other relevant awards
- National 5 level qualifications in Art and Design-related subjects and other relevant awards at National 5 level.

4.2 Formal qualifications

Some examples of appropriate formal entry qualifications are specified below. They are not exhaustive or mutually exclusive and may be offered in a variety of combinations.

(a) Secondary Education

- SQA National Units and courses in appropriate subjects at Higher level
- GSVQ (level 3) Art and Design or other appropriate awards
- SGA in Art and Design at National 5 level, with additional appropriate Higher level qualifications
- SGA in Art and Design at Higher level
- SGAs at Advanced Higher level with appropriate subjects
- specialisms appropriate to the SQA Advanced Certificate/Diploma Art and Design evidenced by appropriate qualifications

(b) Further Education

- SQA National Units and courses in relevant subjects at Higher level
- GSVQ (level 3) Art and Design or other appropriate awards
- SGA in Art and Design at National 5 level, with additional appropriate Higher level qualifications
- SGA in Art and Design at Higher level
- SGA at Advanced Higher level with appropriate subjects
- GCE 'A' levels in appropriate subjects
- specialisms appropriate to SQA Advanced Certificate/Diploma in Art and Design evidenced by additional qualifications (City & Guilds, Becta etc)

4.3 Entry to Year 2 of the SQA Advanced Diploma

In order to achieve the SQA Advanced Diploma in Art and Design, candidates must achieve 30 credits. While ideally the full-time student should be encouraged to achieve 15 credits in each year, wider access should be provided to cater for the needs of those, for example, who have achieved the SQA Advanced Certificate at day release or evening classes or in other colleges.

Candidates would therefore be expected to have a minimum of 12 credits on entry to year 2 and these would include the SQA Advanced Certificate mandatory units. Candidates with qualifications of an equivalent nature should be given opportunities in APL (Accreditation of Prior Learning) or Accelerated Assessment to enter year 2 of the SQA Advanced Diploma.

4.4 Work experience

Mature candidates with suitable work experience will be accepted for entry provided the enrolling centre believes the candidate is likely to benefit from undertaking the award.

4.5 English as an additional language

For candidates where English is not their first language it is recommended that they possess English for Speakers of other Languages (ESOL) SCQF level 5 or a score of 5.5 in IELTS.

4.6 Core Skills

Candidates who plan to enter the SQA Advanced Certificate/SQA Advanced Diploma in Art and Design will usually have the recommended Core Skills entry level profiles of:

	SQA Advanced Certificate	**SQA Advanced Diploma**
Communication	SCQF 5	SCQF 6
Numeracy	SCQF 4	SCQF 5
Information Technology	SCQF 5	SCQF 5
Problem Solving	SCQF 5	SCQF 6
Working with Others	SCQF 5	SCQF 5

4.7 Alternative access arrangements

Art and Design courses traditionally offer opportunities to applicants who may not have formal qualifications and who may have experienced social exclusion. Given the importance of equal opportunities legislation and to widening access initiatives, centres should support fully the tradition of social inclusion and continue to provide opportunities for applicants from non-traditional entry routes and non-traditional programmes. In such cases, centres should take into account experience, life skills and candidates existing art and design skills giving due consideration to their future development potential.

Formal academic achievements will not, in themselves, represent adequate entry criteria. A more accurate prediction of candidate attainment may be achieved through the detailed appraisal of skills and prior experiential learning, supplemented with career and course guidance. This would normally be demonstrated in the formal interview.

5 Group awards structure

Both group awards adhere to the desigr principles given below.

5.1 SQA Design Principles for SQA Advanced Certificates and SQA Advanced Diplomas

SCQF level and credit points

- SQA Advanced Certificates shall be designed to be at SCQF level 7 and shall comprise 96 SCQF credit points
- SQA Advanced Diplomas shall be designed to be at SCQF level 8 and shall comprise 240 SCQF credit points
- SQA Advanced Certificates should incorporate at least 48 SCQF credit points at SCQF level 7
- SQA Advanced Diplomas should incorporate at least 64 SCQF credit points at SCQF level 8

Core Skills

- SQA Advanced Certificate and SQA Advanced Diploma programmes shall incorporate opportunities for candidates to develop Core Skills
- SQA Advanced Certificates and SQA Advanced Diplomas should clearly include opportunities for candidates to develop Core Skills to levels required by the occupations or progression pathways the SQA Advanced Qualifications support. This would mean that all five Core Skills should be developed in every SQA Advanced programme.

Mandatory section

- SQA Advanced Certificates should include a mandatory section of at least 48 SCQF credit points including a graded unit.
- SQA Advanced Diplomas should include a mandatory section of at least 96 SCQF credit points, including graded units.

Graded units

- SQA Advanced Certificates should include one group award graded unit of 8 SCQF credit points at SCQF level 7.
- SQA Advanced Diplomas should include one group award graded unit of 8 SCQF credit points at SCQF level 7, plus 16 SCQF credit points of graded unit(s) at SCQF level 8.

The purposes of graded units are to assess the candidate's ability to retain and integrate the knowledge and/or skills gained in the units to assess that they have met the principal aims of the group award, and to grade candidate achievement.

The Scottish Credit and Qualifications Framework (SCQF)

Due cognisance has been taken of the requirements of the Scottish Credit and Qualifications Framework (SCQF) in the design of these awards. This means that the SQA Advanced Certificate award will be broadly equivalent to the first year of a Scottish degree, while the SQA Advanced Diploma award will be broadly equivalent to the first and second years of a Scottish degree.

The units define the awards as Art and Design disciplines and they are intended to provide a foundation on which specialisms can be built.

5.1.1 SQA Advanced Certificate Framework — 12 credits needed

Mandatory units — 7 credits needed

Unit title	Unit code	SCQF credit points	SCQF level	SQA credit value
Observational Drawing	HT40 47	8	7	1
Developmental Drawing	HT3X 47	8	7	1
Art and Design: Creative Process	HT3V 47	8	7	1
Art and Design Project	HT6J 48	8	8	1
Art and Design Context	HT6E 48	8	8	1
Portfolio Production	HT41 47	8	7	1
Art and Design: Graded Unit 1	HT69 47	8	7	1

Candidates must follow a standardised route of study with all candidates completing the mandatory units along with an additional five optional credits to complete the SQA Advanced Certificate.

Optional units — 5 credits needed

Unit title	Unit code	SCQF credit points	SCQF level	SQA credit value
Digital Imaging	HT5G 47	8	7	1
Personal Development Planning	HP6M 47	8	7	1
Workplace Communication in English	HR1C 46	8	6	1
Communication: Practical Skills	HP4A 47	8	7	1
Art and Design: Cultural Identity	HT49 47	8	7	1
Life Drawing	HT3Y 47	8	7	1
Life Painting: Introduction	HT55 47	8	7	1
Painting: Exploratory Techniques	HT53 48	8	8	1
Printmaking and Producing Prints	HT3W 47	8	7	1
Photography: An Introduction	HT42 47	8	7	1
Public Art: Introduction	HT56 47	8	7	1
Community Arts: Visual Arts	HT4X 47	8	7	1
Art and Design: Digital Media Introduction	HT66 47	8	7	1
Illustration Techniques	HT63 47	8	7	1
Graphic Design Techniques	HT50 47	8	7	1
Jewellery Design and Production	HT51 47	8	7	1
Art and Design: Textiles	HT4M 47	8	7	1
Art and Design: Fashion/Performance Costume	HT68 47	8	7	1
Ceramics: Hand Built	HT59 47	8	7	1
Mixed Media Techniques	HT4L 47	8	7	1
Experimental Glass: Design and Production	HT67 47	8	7	1
Creative Arts Project: Development	HT6H 47	16	7	2
Creative Arts Project: Production	HT6G 47	16	7	2

Unit title	Unit code	SCQF credit points	SCQF level	SQA credit value
Design Semantics	HT44 47	8	7	1
Sculpture: An Introduction	HT6D 47	8	7	1
Work Role Effectiveness (Optional): up to 3 credits needed				
Work Role Effectiveness (2003)	HR0M 47	24	7	3
Work Role Effectiveness (2005)	HR0P 48	24	8	3

5.1.2 SQA Advanced Diploma Framework — 30 credits needed

SQA Advanced Diploma mandatory units — 16 credits needed

Unit title	Unit code	SCQF credit points	SCQF level	SQA credit value
Observational Drawing	HT40 47	8	7	1
Developmental Drawing	HT3X 47	8	7	1
Art and Design: Creative Process	HT3V 47	8	7	1
Art and Design Project	HT6J 48	8	8	1
Art and Design Context	HT6E 48	8	8	1
Portfolio Production	HT41 47	8	7	1
Art and Design: Graded Unit 1	HT69 47	8	7	1
Developmental Drawing Portfolio	HT4C 48	8	8	1
Creative Project for Artists and Designers	HT6K 48	8	8	1
Art and Design Advanced Project	HT4K 48	16	8	2
Art and Design Context: Personal Investigation	HT4G 48	8	8	1
Art and Design: Presentation	HT4R 48	16	8	2
Art and Design: Graded Unit 2	HT6A 48	16	8	2

Candidates must follow a standardised route of study with all candidates completing the mandatory units along with an additional fourteen optional credits.

Optional units — 14 credits needed

Unit title	Unit code	SCQF credit points	SCQF level	SQA credit value
Digital Imaging	HT5G 47	8	7	1
Personal Development Planning	HP6M 47	8	7	1
Workplace Communication in English	HR1C 46	8	6	1
Communication: Practical Skills	HP4A 47	8	7	1
Art and Design: Cultural Identity	HT49 47	8	7	1
Life Drawing	HT3Y 47	8	7	1
Life Painting: Introduction	HT55 47	8	7	1
Painting: Exploratory Techniques	HT53 48	8	8	1
Printmaking and Producing Print	HT3W 47	8	7	1
Photography: An Introduction	HT42 47	8	7	1
Public Art: Introduction	HT56 47	8	7	1
Sculpture: An Introduction	HT6D 47	8	7	1
Community Arts: Visual Arts	HT4X 47	8	7	1
Art and Design: Digital Media Introduction	HT66 47	8	7	1
Illustration Techniques	HT63 47	8	7	1
Graphic Design Techniques	HT50 47	8	7	1
Jewellery Design and Production	HT51 47	8	7	1
Art and Design: Textiles	HT4M 47	8	7	1
Art and Design: Fashion/Performance Costume	HT68 47	8	7	1
Ceramics: Hand Built	HT59 47	8	7	1
Mixed Media Techniques	HT4L 47	8	7	1
Experimental Glass: Design and Production	HT67 47	8	7	1
Philosophical Aesthetics: An Introduction	HT4J 48	8	8	1
Art and Design: Freelance Working Skills	HT4P 48	8	8	1
Personal Development Planning	HT3R 49	24	9	3
Developing the Individual Within a Team	HP3C 48	8	8	1
Developing Reflective Practice in the Visual Arts	HT4V 48	8	8	1
Life Drawing Portfolio	HT4E 48	8	8	1
Life Painting Portfolio	HT65 48	8	8	1
Painting Project	HT57 48	16	8	2
Observational Drawing Portfolio	HT4D 48	8	8	1
Printmaking in Multiple Layers	HT4F 48	8	8	1
Photography: Environment	HT46 48	8	8	1
Mixed Media Development	HT6F 48	16	8	2
Art and Design: Digital Media Project	HT64 48	16	8	2
Illustration Techniques Project	HT4W 48	8	8	1
Graphic Design Techniques: Advanced	HT62 48	8	8	1
Jewellery Project	HT52 48	8	8	1

Unit title	Unit code	SCQF credit points	SCQF level	SQA credit value
Art and Design Project: Textiles	HT4T 48	16	8	2
Art and Design Project: Fashion/Performance Costume	HT58 48	8	8	1
Ceramics: Project	HT5A 48	8	8	1
Public Arts: Project	HT54 48	8	8	1
Community Arts: Visual Arts Workshop	HT4Y 48	8	8	1
Glass Project	HT5D 48	8	8	1
Sculpture Development	HT4H 48	16	8	2
Contemporary Art Practice: Conceptual Development	HT6C 48	16	8	2
Business Awareness and Continuing Professional Development	FT3H 48	8	8	1
Creative Arts Project: Development	HT6H 47	16	7	2
Creative Arts Project: Production	HT6G 47	16	7	2
Design Semantics	HT44 47	8	7	1
Product Design: Illustration	HT43 47	8	7	1
Drawing for 3D Design	HT48 47	8	7	1
Model Making: Creative	HT45 47	16	7	2
Printed Textiles: An Introduction	HX2F 47	16	7	2
Single Colour Offset Litho Printing	HX2G 47	8	7	1
Printmaking Development	HX2H 48	16	8	2
Work Role Effectiveness (Optional): up to 3 credits needed				
Work Role Effectiveness (2003)	HR0M 47	24	7	3
Work Role Effectiveness (2003)	HR0P 48	24	8	3

Structure of the SQA Advanced Diploma Award

SQA Advanced Certificate
12 credits

Including the SQA Advanced Certificate Graded Unit

+ BRIDGING UNITS
3 credits +

PROGRESS to 2nd YEAR

SQA Advanced Diploma CORE UNITS

Including the SQA Advanced Diploma Graded Unit

+ OPTIONAL UNITS
6 credits of optional units

30 CREDITS

5.1.3 Graded units

All SQA Advanced Certificates and SQA Advanced Diplomas include group award graded units. These are the means of ensuring that candidates have achieved the principal aims of an SQA Advanced Certificate or SQA Advanced Diploma as defined in the course rationale. They do this by assessing the integration of knowledge and skills developed across the identified units in the framework. In practice many of these are contained in the mandatory section of the group award structure.

The group award graded units have had a positive impact on the design and assessment of SQA Advanced Certificates and SQA Advanced Diplomas, because they provide:

- differentiation of candidate achievement in meeting the principal aim(s) of the group award
- greater consistency of national standards of assessment in and across SQA Advanced Certificates and SQA Advanced Diplomas
- smoother progression from National Qualifications to SQA Advanced Qualifications, and improved support for articulation from SQA Advanced Qualifications to university degree programmes

The purposes of group award graded units are to:

- assess the candidate's ability to retain, integrate and reapply knowledge and/or skills gained in the identified underpinning mandatory units
- grade candidate achievement in the graded unit — A, B or C
- assess whether candidates have met the principal aims of the group award

Types of graded unit

Candidates will complete one single credit graded unit at SCQF level 7 in an SQA Advanced Certificate (8 SCQF credit points) and an additional 2 credits of graded unit(s) at SCQF level 8 at SQA Advanced Diploma level (16 SCQF credit points).

Both graded units are project-based graded units as they allow candidates to demonstrate their achievement of the principal aims of the group award(s) in a manner which is appropriate for the discipline. The choice of practical assignments involves candidates in the development of a range of valuable transferable skills, with candidates involved in planning, carrying out and evaluating the activity.

At SQA Advanced Diploma level the graded unit is a double credit unit allowing for more sustained study and personal research and investigation. At both levels candidates will complete the project independently, with tutors supervising and authenticating the evidence produced.

5.1.4 Core Skills development

Core Skills are not formally assessed in the SQA Advanced Certificate/SQA Advanced Diploma awards. It should be noted that although there is no mandatory entry and exit levels the recommended core skills profiles would be:

Core Skill	Recommended Entry Level SQA Advanced Certificate	Recommended Exit Level SQA Advanced Certificate	Recommended Entry Level SQA Advanced Diploma	Recommended Exit Level SQA Advanced Diploma
Communication	SCQF level 5	SCQF level 6	SCQF level 6	SCQF level 6
IT	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 6
Numeracy	SCQF level 4	SCQF level 5	SCQF level 5	SCQF level 5
Problem Solving	SCQF level 5	SCQF level 6	SCQF level 6	SCQF level 6
Working with Others	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 6

Further information on the development of core skills is given in Appendix 2.

5.2 Mapping information

Appendix 3 shows how the aims of the award(s) are met by the individual units.

Note: Aims 1, 12 and 13 are met by the whole group award rather than through specific units.

6 Approaches to delivery and assessment

The study of Art and Design context allows candidates to consider and reflect on the historical, contemporary and cultural issues and contexts which impact on art practice. Active learning in the form of project-based enquiries has always been a feature of the higher education Art and Design curriculum. This project-based approach provides candidates with the opportunity and capacity for engaging in independent and group projects where they can refine their abilities to identify and redefine problems, raising and addressing any issues identified in this process. In many instances the outcomes of Art and Design practice combine elements of both the conceptual and the practical. In being mindful of their intended audience, candidates are involved in consideration of aesthetic and functional considerations when communicating proposals and solutions using visual presentation methods. Wider communication processes are also developed in both written and verbal form as a direct result of the ongoing interaction with their peers and tutors in both formal and informal contexts. In this way this important core skill allows for the articulation and synthesis of candidates' knowledge and understanding, in the summative process of reports and essays supported by formative development opportunities developed within the teaching and learning context of classroom delivery.

6.1 Sequence of delivery

Appendix 5 provides centres with some possible examples of frameworks targeting 2-D or 3-D skills development and gives guidance on the sequencing and delivery of units.

The SQA Advanced Certificate in Art and Design forms the first part of the SQA Advanced Diploma award. It would be feasible to devise the first year of the SQA Advanced Diploma programme (the SQA Advanced Certificate) in such a manner so as to give candidates a mix of two and three dimensional skills allowing candidates the opportunity and time to fully consider the direction they would like to progress at SQA Advanced Diploma level. This would be at the discretion of the centre delivering the award to decide the selection of units that could be realistically offered to candidates.

The emphasis on Personal Development Planning is highly supported by Higher Education and employers as it encourages candidates to take responsibility for their own learning and development. The inclusion of three optional units within the framework is designed to give candidates the opportunity to develop both personal qualities and general skills in conjunction with the main subject specialism that will develop citizenship and life-long learning. The process of *Personal Development Planning* will enable candidates to better identify their own skills, abilities and development needs while reviewing them in the context of their own personal educational and career aims. This in turn may be of benefit in supporting the development of autonomous learners, a key feature of the graded unit rationale. The development of critical thinking and realistic goal setting and monitoring will prove beneficial in helping support the necessary project management competencies and transferable skills for successful completion of the graded unit projects and in future transitions to employment or HEI.

6.2 Re-assessment

The design principles encourage and support holistic approaches to assessment. The way that a centre re-assesses candidates is integral to the way that they manage the assessment process and will be subject to internal verification within each centre. Depending on the assessment approach used it may not always be possible to re-assess only those parts of the performance in which candidates have not satisfactorily demonstrated competence. Scenarios where this would be the case include:

- Assessments which test knowledge and other cognitive skills and where it may not be possible to extract some of the items for re-assessment
- Where parts of several outcomes are involved
- Where integrated assessment tasks are used to create a single complex task

6.2.1 Eligibility for re-assessment

Candidates who have not demonstrated the necessary competences may be re-assessed using an alternative assessment. Assessment writers should refer to the Unit specification for guidance on the evidence requirements, ensuring all assessment conditions are clearly followed. The re-assessment should be of comparable difficulty to the original assessment instrument used by the centre

6.3 Management of graded units

It is important that the course team carefully considers the role of graded unit tutor, and many awards are opting for a team approach to delivery where practicable. The graded unit tutor's role is to monitor and support the candidates as they complete the graded unit project. A self-directed and autonomous activity, the tutor will be asked to ensure that candidate's work is authenticated and they will be involved in ongoing tutorial sessions with candidates throughout delivery. Due to the potential wide range of skills and project topics, graded unit tutors will ideally have a varied and broad discipline base in addition to being experienced in assessment. For this reason it is likely that they will be an experienced team member and may also be involved in delivering some of the underpinning unit content.

To support the effective integration and linkage of unit content across the group award, a full team approach is recommended highlighting interconnectivity of content across the units in the wider framework. All identified units listed in the graded unit specification should be delivered in the early part of the academic session allowing for completion before starting the graded unit project in the second half of the academic session.

6.3.1 Re-assessment of graded units

If a candidate fails a project overall or wishes to upgrade, then the re-assessment of the project-based graded unit must be made using a substantially different project. In this case the candidate's grade will be based on the achievement in the re-assessment, if this results in a higher grade.

Remediation can take place at any stage throughout the project and it is recommended that candidates should not progress from one stage to the next without having met the minimum evidence requirements of the previous stage.

6.4 Modes of delivery

Candidates have traditionally been taken onto courses on either a part-time or full-time basis, with some course content being suitable for open or distance learning.

The SQA Advanced Certificate/SQA Advanced Diploma will continue to provide opportunities for part-time candidates and contribute to the life-long learning and social inclusion agendas. Examples of part-time provision include:

1 individualised student-centred study programmes, with candidates building up credits over a number of years and working towards the group award. Usually 'in-fill' into full-time classes either on a day or evening-class basis.

2 discrete part-time course run over two years for SQA Advanced Certificate or 3-4 years for SQA Advanced Diploma.

3 the part-time opportunities described in 1 and 2 above can be offered in colleges or on an outreach basis, (eg community centres).

It is expected that future opportunities will include greater opportunities for open and/or online learning to meet the Scottish Executive's wider access targets for participation in education. This, combined with the increased use of internet-based technologies, will lead to the increasing development of fluid and flexible delivery modes where applicable to unit content. Part-time candidates could progress to university study either on a full-time or part-time basis although entry is at the discretion of the receiving institutions.

6.5 Development of Core Skills

The award structures offer signposted opportunities for Core Skills development contextualised and delivered within subject content in both the mandatory and optional units. Candidates still have the ability to collate evidence of Core Skills development across the full group award should they want to gain later Core Skills certification, and centres could include a Communication Unit in the programme of study.

Research indicated that both employers and HE institutions consider that the Core Skills critical for success in Art and Design are those which focus on the development of creative vision, the ability to interpret briefs and meet deadlines, adaptability, critical thinking and problem solving. It is these capacities, together with an associated range of professional qualities and related 'soft' skills which market research highlighted as enabling and enhancing the SQA Advanced Certificate/SQA Advanced Diploma graduate's skills in communicating with others.

Analytical thinking, complex problem solving in both familiar and unfamiliar contexts and ongoing reflective evaluation are integral aspects of all practical design activities. Although there are ample opportunities within the award(s) to develop key competencies, which meet the current needs of industry, the numerical competencies that underpin work in the Art and Design are not readily reflected in the SQA Core Skills framework for Numeracy. This is because Numeracy includes two elements: Using Number and Using Graphical Information. The existing Core Skills framework is quite prescriptive emphasising mathematical and scientific applications. In Art and Design, and related creative disciplines there is a need for broader concepts of Numeracy to be developed which relate to specific disciplines and subjects. These include an in-depth understanding and practical applied demonstration of scale and perspective (interior design applications, location drawings etc), calculations in relation to balance, symmetry (3-D sculptural and site-specific applications).

The Qualifications Design Team (QDT) has produced a guide in Appendix 2, which focuses on signposted areas within the mandatory section of the award that offer specific opportunities for skills development. Further enhancement of skills will occur in the context of the wide range of optional units, which will be selected to meet individual vocational and personal needs. All practical teaching and learning activities of the course provide a context for developing all Core Skills to a significant level. The graded unit integrates and applies knowledge and skills developed during the award, and provides further opportunities for candidates to demonstrate transferable skills and a high level of achievement in a practical assignment. Core Skills in the main are not formally assessed or certificated in the SQA Advanced Certificate/SQA Advanced Diploma awards, however a candidate completing these awards will have developed verbal, written and visual communication to a high level. Similarly interaction in a variety of situations will develop social skills such as working with others and the problem solving, and through the use of technology and computers skills in ICT will be developed. Competences in these areas are crucial for success.

For example, on completion of the Art and Design Group Award, candidates will have developed art and design concepts and created and presented final art and design solutions individually and/or in groups, often engaging in oral and visual presentation of work to peers and/or tutors. Candidates will have determined strategies for art and design solutions and will have planned and managed creative projects, demonstrating project management, time management and reflective evaluation skills. Candidates will also have written essays and reports, taken part in group discussions and used technology to record, research and present work.

Staff will have to be aware of which Core Skills are being developed in which units, and how they can effectively maintain a high profile of Core Skills development. This means that teaching and learning approaches are an important aspect of raising awareness of and in the development of signposted Core Skills. Regular course team meetings should be used to raise staff awareness of the importance of Core Skills development. If signposting and how it is done is a regular agenda item, staff can raise concerns about the best ways to do this effectively and efficiently and share good practice. This is particularly important where servicing staff are concerned. They should be encouraged to attend course team meetings, in order that there is a common approach to Core Skills development within the course.

6.6 Guidance documents

SQA has produced a range of guidance documents to support the implementation of the awards, including valuable guidance for delivery of the graded units and for core skills development.

In addition, assessment exemplars have been produced for some of the mandatory and optional units in the group awards. A list of the exemplars available can be accessed by tutors on the Art and Design subject page on SQA's website. The assessment exemplars can be downloaded from the secure section of SQA's website.

The assessment exemplars can be used for summative assessment purposes and can be re-used in centres provided their security and integrity is assured.

All instruments of assessment used within this group award should be internally verified including any SQA exemplar material provided using the appropriate policy within the centre and the guidelines set by SQA. This will ensure the validity and reliability of the instruments of assessment used within the centre.

Individual unit specifications may make reference to e-learning and e-assessment opportunities. If using this approach centre staff are encouraged to refer to SQA's latest guidance on e-assessment.

Centre staff are strongly encouraged to refer to these documents as part of their continuing professional development.

7 General information for centres

Equality and inclusion

The unit specifications making up this group award have been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners will be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence.

Further advice can be found on our website www.sqa.org.uk/assessmentarrangements.

Internal and external verification

All instruments of assessment used within this/these group award(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment* (www.sqa.org.uk).

8 General information for candidates

The SQA Advanced Certificate and SQA Advanced Diploma group awards in Art and Design have been devised as national awards that will be delivered in Further Education Colleges across Scotland. The awards have been designed to provide a broad base of related art and design-based skills necessary for transition to employment or future study. The SQA Advanced Certificate/SQA Advanced Diplomas have a strong emphasis on visual literacy and will involve you in critical and contextual studies. The assessment process will include a mix of product and process based activities, with strong involvement in practical activities and project work.

Core Skills opportunities have been signposted across the group awards giving you the opportunity to achieve a high level of competence in the areas of Communication and Problem Solving. Information Technology (IT), Numeracy, and Working with Others will also be developed within the group awards with the Core Skills content being contextualised within the subject content of the discipline. Maintaining a high level of Core Skills is essential within the awards in order to ensure that you are fully prepared, academically, to progress into Higher Education or to find employment, and so the new structures will provide strong pathways of progression for those who wish to access Higher Education.

The breadth of subject provision across the group awards has the potential to equip you with a wide and diverse skills set. The attainment of the requisite standards for unit passes will demand the use of a range of study techniques as well as the development of personal skills and attitudes which will be of value in life and work.

9 Glossary of terms

SCQF: This stands for the Scottish Credit and Qualification Framework, which is a way of speaking about qualifications and how they inter-relate. We use SCQF terminology throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at www.scqf.org.uk.

SCQF credit points: One SQA Advanced credit is equivalent to 8 SCQF credit points. This applies to all SQA Advanced Units, irrespective of their level.

SCQF levels: The SCQF covers 12 levels of learning. SQA Advanced units will normally be at levels 6–9. Graded Units will be at level 7 and 8.

Subject unit: Subject units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

Graded unit: graded units assess candidates' ability to integrate what they have learned while working towards the units of the group award. Their purpose is to add value to the group award, making it more than the sum of its parts, and to encourage candidates to retain and adapt their skills and knowledge.

Dedicated Unit to cover Core Skills: This is a non-subject unit that is written to cover one or more particular Core Skills.

Embedded Core Skills: This is where the development of a Core Skill is incorporated into the Unit and where the Unit assessment also covers the requirements of Core Skill assessment at a particular level.

Signposted Core Skills: This refers to the opportunities to develop a particular Core Skill at a specified level that lie beyond automatic certification.

Qualification Design Team: The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the SQA Advanced Certificate/SQA Advanced Diploma from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

Consortium-devised SQA Advanced Certificates and SQA Advanced Diplomas are those developments or revisions undertaken by a group of centres in partnership with SQA.

Specialist single centre and specialist collaborative devised SQA Advanced Certificates and SQA Advanced Diplomas are those developments or revisions led by a single centre or small group of centres who provide knowledge and skills in a specialist area. Like consortium-devised SQA Advanced Certificates and SQA Advanced Diplomas, these developments or revisions will also be supported by SQA.

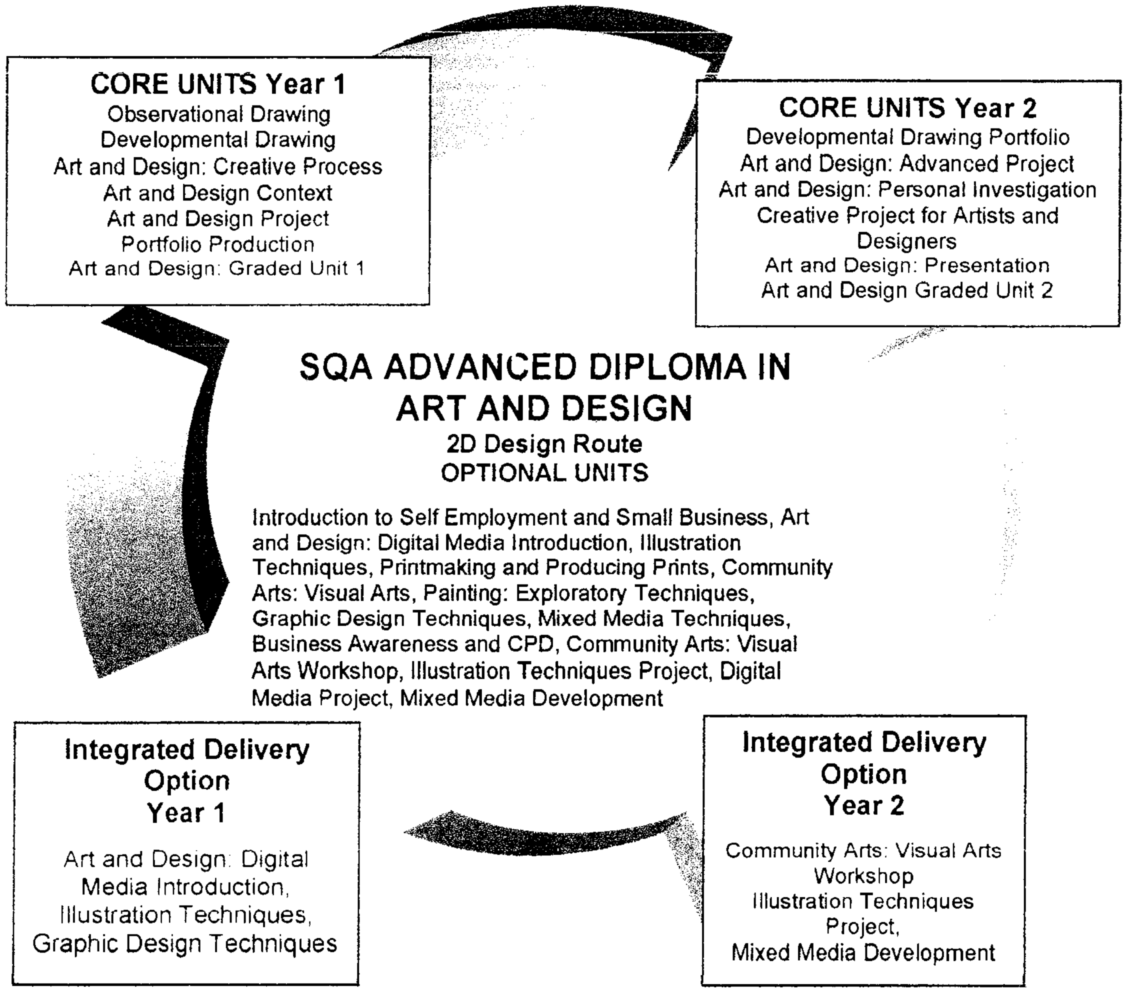
10 Appendices

Appendix 1:	Progression to employment
Appendix 2:	Core Skills development
Appendix 3:	Mapping of general and specific aims to the group awards structures
Appendix 4:	Progression to Higher Education
Appendix 5:	Delivery options

See following pages for appendices.

Appendix 1: Progression to employment

Figure (i) – Progression to Employment



Appendix 2: Core Skills development

The entry and exit Core Skills levels, within the SQA Advanced Certificate/SQA Advanced Diploma Art and Design awards, are:

Core skill	Entry Profile SQA Advanced Certificate	Exit Profile SQA Advanced Certificate	Entry Profile SQA Advanced Diploma	Exit Profile SQA Advanced Diploma
Communication	SCQF level 5	SCQF level 6	SCQF level 6	SCQF level 6
Information Technology	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 6
Numeracy	SCQF level 4	SCQF level 5	SCQF level 5	SCQF level 5
Problem Solving	SCQF level 5	SCQF level 6	SCQF level 6	SCQF level 6
Working with Others	SCQF level 5	SCQF level 5	SCQF level 5	SCQF level 6

SCQF level 4
When using a particular Core Skill, the candidate will have some responsibility for taking decisions about putting the skill into action. Often the Core Skill will be used in a managed environment, but sometimes the candidate will need to use the skill without close supervision.

SCQF level 5
When using a particular Core Skill, the candidate will need to take decisions about how to select and apply the skill to meet the demands of activities, which might sometimes be complex.

SCQF level 6
When using a particular Core Skill, the candidate will be given responsibility for making decisions about how to use the Core Skill within the context, which will often be a challenging or unfamiliar one. The candidate will analyse, plan, and manage his/her own use of the Core Skill in complex activities.

Core Skills signposting in the group awards

Signposting means identifying opportunities for developing Core Skills (or components) other than those that can be summatively assessed and certificated. This allows the range of opportunities to develop Core Skills through teaching and learning to be utilised and highlights these opportunities to those delivering and managing the units.

These opportunities include:

- Knowledge and skills — which should be indicated in the knowledge and skills section of the unit specification, eg producing a report, graph production. You could then expand the way the knowledge and skills cover Core Skill development in the support notes section.
- Formative assessment — which should be indicated in the support notes in a unit as part of learning and teaching strategies.
- Summative assessment — this might meet the requirement for part of a Core Skills component but either is not sufficient to gain a whole component or only meet the requirement at general skill level. Opportunities to achieve partial Core Skills through summative assessment using a particular instrument of assessment should be indicated in the assessment guidelines and/or in the support notes.
- Teaching and delivery — this has the potential to cover many aspects of Core Skills depending on the subject taught. This may also be closely related to candidate work and learning. Opportunities provided by teaching and delivery should be indicated as suggested activities in the support notes in unit specifications, eg the use of group work in the classroom or seminar presentations by candidates.
- Candidate work/learning — independent research, additional work in library, working with others in groups. This may be closely related to teaching and delivery. Opportunities provided by candidate work/learning should be indicated as suggested activities in the support notes in unit specifications.

The strength of opportunities to develop Core Skills will vary depending on three factors. These are:

- volume and consistency of the opportunities (eg once only, all through the unit)
- the ways the opportunities are developed (eg formative assessment, teaching, student research)
- how closely the opportunity matches the Core Skills framework, at which part (eg general skills, specific skills), and which level.

These factors will overlap and therefore will affect the *relative* strength of opportunities to develop Core Skills. Where Core Skills are signposted, the Core Skills and levels are indicated in three places:

- the Core Skills statement on the first page of the specification
- the support notes
- if applicable, in the Assessment Guidelines section

Unit specification
The Core Skills statement on page 1 of the unit specification gives details of any Core Skills that are automatically certificated. If there are opportunities to develop Core Skills that are not automatically certificated, the Core Skill and its level should be indicated in this section. Information on how this might be done is given in the support notes and, if applicable, in the Assessment Guidelines

Support notes
The support notes will give details of the Core Skills that might be developed and their levels. They should give details of the way they might be developed, eg through particular teaching or learning strategies, student self-study and formative assessment.

Assessment guidelines
Opportunities to develop Core Skills can be described in the Assessment Guidelines if a particular Instrument of Assessment or an Assessment Strategy lends itself to candidates developing a particular skill or generating evidence towards a Core Skill. The Core Skill and level will also be indicated.

Core Skills development opportunities within units

Unit No	Unit Name	Written Communication — Reading	Written Communication — Writing	Oral Communication	Problem Solving — Planning and Organising	Problem Solving — Critical Thinking	Problem Solving — Reviewing and Evaluating	IT	Working with Others	Numeracy — Using Number	Numeracy — Using Graphical Information
HT3V 47	Art and Design: Creative Process	X									
HT6E 48	Art and Design Context	X	X	X	X	X	X	X			
HT6J 48	Art and Design Project		X		X	X	X	X	X	X	
HT69 47	Art and Design: Graded Unit 1	X	X		X	X	X			X	
HP6M 47	Personal Development Planning		X	X	X	X	X	X		X	X
HT4V 48	Developing Reflective Practice in the Visual Arts		X		X	X	X				
HT41 47	Portfolio Production			X	X	X	X				
HT40 47	Observational Drawing			X	X	X	X				
HT3X 47	Developmental Drawing			X		X	X				
HT66 47	Art and Design: Digital Media Introduction							X			
HT49 47	Art and Design: Cultural Identity								X		
HT58 48	Art and Design Project: Fashion/Performance Costume								X		

Core Skills development opportunities within units

Communication (Reading)	**Art and Design: Creative Process** This Unit provides candidates with a vehicle for the exploration of the process, the development of visual language and an introduction to critical evaluation. Candidates will therefore be involved in the gathering and reading of materials. **Art and Design Context** Research into social, political, technological, ecological and contemporary categories — identification and sourcing of complex material on historical and contemporary aspects of selected area of art and design. **Art and Design: Graded Unit 1** Planning and Developing a Practical Assignment — extracting, evaluating and summarising complex information from a range of data sources. Additional opportunities will be developed within and across other Units. Knowledge and skills across the award will require in-depth study and evaluation of a range of complex reading materials.
Communication (Writing)	**Art and Design Project** Presentation of relevant materials, including market analysis, existing design examples, mood boards, examples of production materials and methods. **Art and Design: Graded Unit 1** Presentation of well-structured extended reports of the Planning, Development and Evaluation of the practical assignment. **Art and Design Context** Analytical report on key factors in selected area of study including visual materials and reference sources of not less than 1,500 words. **Personal Development Planning/Developing Reflective Practice in the Visual Arts** Candidates may select to present their assessment evidence in written form. Additional opportunities will be developed within and across other units. Candidates completing the new group award will have to report on and document activities to professional standards of content. The standard of design and presentation of materials, which communicate effectively and with impact to a specific brief is necessary for success.

Communication (Oral)	**Portfolio Production** Oral presentation of folio to client. **Art and Design Project** Oral critiques to review progress. **Art and Design Context** Analytical oral presentation (option) of 15 minutes on key factors affecting selected area of study including visual materials. Oral presentation is an assessment option for reporting in several units. Class group discussions and in-depth reviews with assessors throughout the course will additionally support verbal exploration of complex design issues and problem solving approaches. Additional opportunities will be developed within and across other units — teaching and learning approaches using class based critiques and ongoing oral presentation of work to peer group and tutor. **Developmental Drawing** **Observational Drawing** **Personal Development Planning** **Communication: Practical Skills**
Problem Solving (Planning and Organising)	**Observational Drawing** Selecting imagery for visual research; planning and selecting materials media and techniques; time management. **Art and Design: Creative Process** Applying skills to analyse requirements of a given brief and to design, integrate and output effective materials appropriate for audience and purpose Researching a Practical Assignment, including aspects such as identifying and analysing components of a design task to meet a remit within resources. **Art and Design Context** Identification of potential subject areas; identification and collation of resource material. **Portfolio Production** Development of critical thinking in the planning and preparation of a portfolio for a specific purpose/audience. **Art and Design: Graded Unit 1** In this practical assignment candidates will have to engage in planning and organising where they demonstrate their understanding and analysis of a project brief. This will involve the identifying of research sources and the collation of relevant materials and resources for the later development stage.

	Personal Development Planning/ Developing Reflective Practice in the Visual Arts All elements of the Core Skill will be critical to the award which involves throughout an analytical and evaluative approach to problem solving in the context of effective visual communication. Analysis, strategic planning and implementation of a range of practical activities and evaluation of effectiveness of solutions selected are integral to the design process activities. Continuous review, modification and updating in response to developments is critical to achievement.
Problem Solving (Critical Thinking)	**Observational Drawing/Developmental Drawing** Ongoing reflection and critical review of the effectiveness of media, materials and processes. **Art and Design Project** Analysing requirements, identifying and allocating appropriate resources, producing and presenting a design to a brief. Developmental processes involving high level critical thinking and analysis, comparing progress with the requirements of the brief. **Art and Design Context** Development of critical-thinking skills in the analysis of art and design practice. **Portfolio Production** Justification and rationale behind the selection of imagery and the sequencing of content, analysing and evaluating the visual impact of the folio. **Art and Design: Graded Unit 1** In this practical assignment candidates will have to engage in analysis and critical analysis throughout the project, ensuring that they adhere to identified design issues, constraints and limitations where identified. The critical-thinking process will be used to identify and select appropriate developmental approaches leading to the production of a final artefact. **Personal Development Planning/Developing Reflective Practice in the Visual Arts** Identification of skills and weaknesses and critical review of development potential including the identification of resources to support personal development and in the determining of defined goals and objectives.

Problem Solving (Reviewing and Evaluating)	**Observational Drawing/Developmental Drawing** Reviewing and evaluating imagery and underlying processes which support the development of visual literacy. **Art and Design Project** Undertaking the assignment, with ongoing analysis of performance against brief and targets. Evaluation of effectiveness, re-assessment of objectives and revision of goals. **Art and Design Context** Undertaking the assignment, with ongoing analysis and evaluation of factors influencing and shaping the visual arts. **Portfolio Production** Reviewing and evaluating the presentation of the portfolio — product and process. **Art and Design: Graded Unit 1** In this practical assignment candidates will have to produce a detailed evaluation of both the product and the creative process, analysis the impact and effectiveness of their approaches and methodologies and identify further opportunities for personal development. **Personal Development Planning/ Developing Reflective Practice in the Visual Arts** Evaluation of the action plan and the meeting of set targets.
Information Technology	**Art and Design Project/Art and Design Context** Use of the internet as a means of research and as a media for developmental purposes depending on the subject areas selected for the scope of the activities. Professional presentation standards are supported by the use of technology. Internet research and current professional practice will provide essential underpinning knowledge for the art and design award. **Personal Development Planning** Development potential of e-portfolio or blogs/wikis as a means for documenting and supporting the development of reflective practice. IT skills development where chosen as a focused goal.

	Art and Design Project /Graphic Design Techniques/Art and Design: Digital Media Introduction Using IT equipment and appropriate range of software to analyse, design, integrate and output materials. Security considerations and the managing of any technical problems will be a routine aspect of good practice.
Working With Others	**Art and Design Project/Community Arts: Visual Arts** **Art and Design Cultural Identity** **Art and Design: Fashion/Performance Costume** Potential for larger collaborative group work projects using multi-disciplinary approaches within the listed units.
Numeracy (Using Number)	**Art and Design Project** **Art and Design: Graded Unit 1** Assessing, calculating and preparing project costing and budgets impact on the Planning stage of the practical assignment. **Personal Development Planning** Development potential where chosen as a focused goal.
Numeracy (Using Graphical Information)	**Personal Development Planning** Development potential where chosen as a focused goal.

Appendix 3: Mapping of general and specific aims to the group awards structures

Unit Code	Unit Title	Aims
HT40 47	Observational Drawing	9, 11
HT3X 47	Developmental Drawing	2, 11
HT3V 47	Art and Design: Creative Process	2, 3, 11
HT6J 48	Art and Design Project	2, 3, 8, 10,11
HT6E 48	Art and Design Context	2, 3, 4, 6, 9, 10
HT41 47	Portfolio Production	2, 3,8, 11
HT69 47	Art and Design: Graded Unit 1	2, 3, 4, 6, 8, 9, 11
HT4C 48	Developmental Drawing Portfolio	2, 9, 11
HT6K 48	Creative Project for Artists and Designers	2, 3, 8, 10,11
HT4K 48	Art and Design: Advanced Project	2, 3, 8, 10,11
HT4G 48	Art and Design Context: Personal Investigation	2, 3, 4, 6, 9, 10
HT4R 48	Art and Design: Presentation	2, 4, 11
HT6A 48	Art and Design: Graded Unit 2	2, 3, 4, 6, 8, 9, 10, 11
HP6M 47	Personal Development Planning	2, 3, 4, 6, 7,9,10,11
HR1C 46	Workplace Communication in English	4
HP4A 47	Communication: Practical Skills	4
HT49 47	Art and Design: Cultural Identity	2, 3, 8, 10,11
HT3Y 47	Life Drawing	9, 11
HT55 47	Life Painting: Introduction	9, 11
HT53 48	Painting: Exploratory Techniques	9, 11
HT3W 47	Printmaking and Producing Print	9, 11
HT42 47	Photography: An Introduction	9, 11
HT56 47	Public Art: Introduction	9, 11
HT6D 47	Sculpture: An Introduction	9, 11
HT4X 47	Community Arts: Visual Arts	8, 9, 11
HT66 47	Art and Design: Digital Media Introduction	9, 11
HT63 47	Illustration Techniques	9, 11
HT50 47	Graphic Design Techniques	9, 11
HT51 47	Jewellery Design and Production	9, 11
HT4M 47	Art and Design: Textiles	9, 11
HT68 47	Art and Design: Fashion/Performance Costume	9, 11
HT59 47	Ceramics: Hand Built	9, 11
HT4L 47	Mixed Media Techniques	8, 9, 11
HT67 47	Experimental Glass: Design and Production	9,11
HR0M 47	Work Role Effectiveness (2003)	5, 7
HP3H 48	Business Awareness and Continuing Personal Development	7, 9
HT4J 48	Philosophical Aesthetics: An Introduction	2, 4
HT4P 48	Art and Design: Freelance Working Skills	2, 5
HP3C 48	Developing the Individual Within a Team	5
HT4V 48	Developing Reflective Practice in the Visual Arts	2, 3, 4, 6, 7, 9
HT4E 48	Life Drawing Portfolio	9, 11
HT65 48	Life Painting Portfolio	9, 11
HT57 48	Painting Project	9, 11
HT4D 48	Observational Drawing Portfolio	9, 11

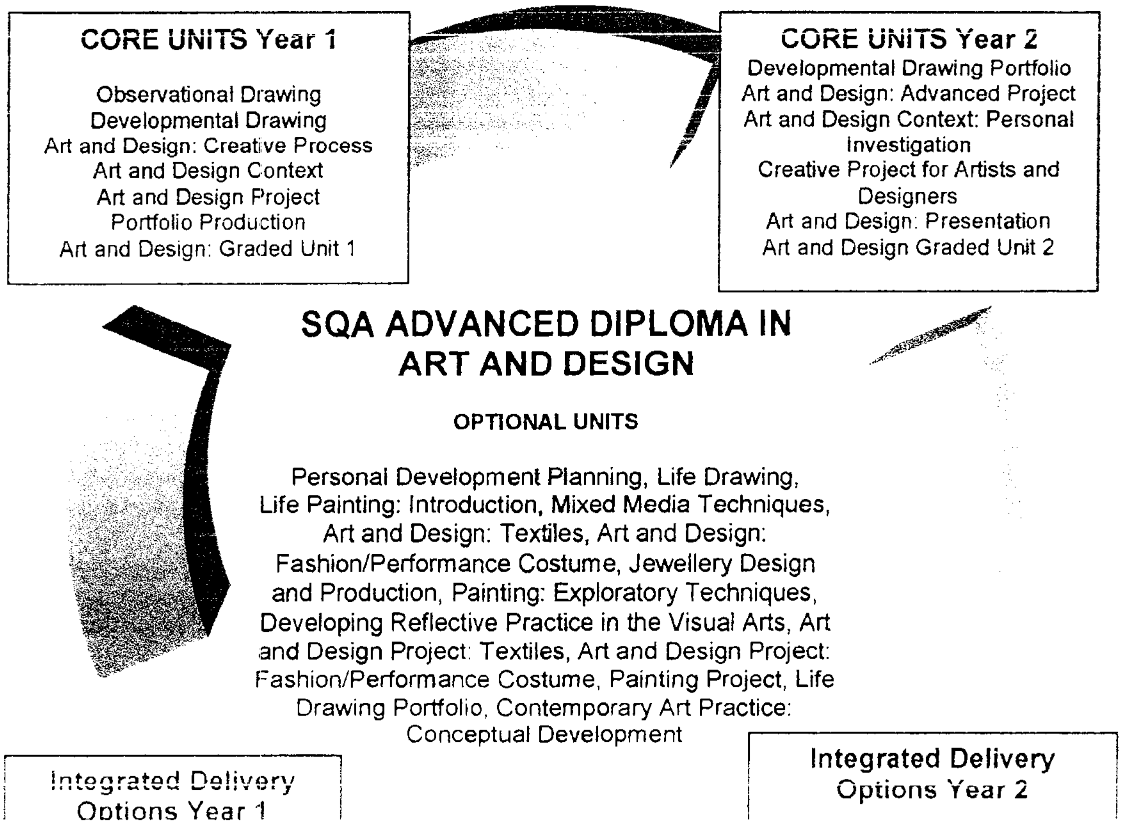
HT4F 48	Printmaking in Multiple Layers	9, 11
HT46 48	Photography: Environment	9, 11
HT6F 48	Mixed Media Development	8, 9,11
HT64 48	Art and Design: Digital Media Project	9, 11
HT4W 48	Illustration Techniques Project	9, 11
HT62 48	Graphic Design Techniques: Advanced	9, 11
HT52 48	Jewellery Project	9, 11
HT4T 48	Art and Design Project: Textiles	9, 11
HT58 48	Art and Design Project: Fashion/Performance Costume	9, 11
HT5A 48	Ceramics: Project	9, 11
HT54 48	Public Art: Project	8, 9, 11
HT4Y 48	Community Arts: Visual Arts Workshop	8, 9, 11
HT5D 48	Glass Project	9, 11
HT4H 48	Sculpture Development	9, 11
HT6C 48	Contemporary Art Practice: Conceptual Development	2, 3.9,11

The general aims of the group award include developing a range of personal and key skills designed to improve creative and critical thinking, self-awareness and employability. Team working, achieving personal targets and time management are also key attributes essential to success in the creative industries.

Additional qualities recognised as critical by employers and Higher Education, such as creativity, meeting deadlines, personal management skills, and the ability to learn from other professionals, are not precisely reflected in the SQA Core Skill specifications. Awareness and development of these skills is incorporated into the group award by the requirement for candidates, supported by tutors, to take responsibility for their learning programmes, and to work with a range of others on a variety of projects. Personal Development Planning (PDP) is also highly encouraged within the awards and opportunities exist to undertake a formal unit within the subject.

Appendix 4: Progression to Higher Education

Figure (ii) – Progression to Higher Education



othm qualifications

OTHM LEVEL 5 DIPLOMA IN BUSINESS MANAGEMENT (QCF)

Qualification Ref. No.: 601/5962/5

Programme Specification

Issue: August 2015

Table of Contents

Introduction

This booklet has been produced by OTHM, to inform its Delivery Centres and Learners about the delivery and assessment of the OTHM Level 5 Diploma in Business Management qualification on the Qualifications and Credit Framework (QCF).

The Level 5 Diploma in Business Management qualification is designed for learners to enhance their understanding of management in the context of general business. The qualification will give learners a theoretical understanding of management concepts and an overview of general business. It will equip learners to find employment with junior management prospects in general business or to continue professional or academic studies in a related area.

Quality, Standards and Recognitions

OTHM Qualifications are approved and regulated by Ofqual (Office of the Qualifications and Examinations Regulation). See list of the Register of Regulated Qualifications http://register.ofqual.gov.uk/Qualification?recognitionNumber=RN5284

OTHM has progression arrangement with a number of UK universities that acknowledges the ability of learners after studying Level 3-7 qualifications to be considered for advanced entry into corresponding degree year/top up and masters/top-up programmes.

Qualification Objectives

The qualification in Business Management at Level 5 has been developed to conform to the requirements of the QCF, to meet the requirements of employers, the needs of learners and our centres. This qualification is not tied to any specific industry, but delivers the knowledge, understanding and skills that meet the needs of learners aspiring to roles in Business and Administrative Management in different sectors on a domestic and international platform.

We provide a flexible route for learners who have already achieved qualifications in Business and Administrative Management at a lower level and for learners who do not have management qualifications, but have qualifications in other areas and/or prior experience the workplace. The Diploma allows learners to acquire a range of knowledge and understanding and to develop some of the key skills required to work as an administrative manager.

Titles and Reference Numbers

Qualification Title	OTHM Level 5 Diploma in Business Management (QCF)
Ofqual Reference Number	601/5962/5

Regulation Dates

Regulation Start Date	31 March 2015
Operational Start Date	01 April 2015

Progression

Successful completion of the Level 5 Diploma in Business Management provides the opportunity for a wide range of other academic programmes including progression to OTHM Level 6 Diploma in Business Management. The Level 5 Diploma in Business Management has been developed with career progression and professional recognition in mind. OTHM has progression arrangement with a number of UK universities that acknowledges the ability of learners after studying Level 3-7 qualifications to be considered for advanced entry into corresponding degree year/top up and masters/top-up programmes.

Entry Requirements

For entry onto the OTHM Level 5 Diploma in Business Management qualification, learner must possesses:

- Relevant NQF/QCF Level 4 diploma or equivalent overseas qualification as recognised by UK NARIC
- Mature learners (over 21) with relevant work experience
- English: If learner is not from a majority English-speaking country must provide evidence of English language competency at a minimum of CEFR (The Common European Framework of Reference for Languages) level B1 from a recognised English test provider or IELTS level 4.0 in each components.
- Learner must be 18 years or older at the beginning of the course

Equivalence

This Business Management diploma qualification is a Level 5 qualification according to the Qualifications and Credit Framework (QCF) which consist 6 mandatory units worth total 120 credits and equivalent to Degree 2nd Year in the UK.

About the Units

Credit value is defined as being the number of credits that may be awarded to a Learner for the successful achievement of the learning outcomes of a unit.

The QCF credit value of the unit will remain constant in all contexts, regardless of the assessment method used or the qualification(s) to which it contributes. Learners will only be awarded credits for the successful completion of whole units. (One credit is awarded for those learning outcomes achievable in 10 hours of learning time).

Learning time is defined as the amount of time a Learner at the level of the unit is expected to take, on average, to complete the learning outcomes of the unit to the standard determined by the assessment criteria.

Guided Learning Hours is defined as the number of hours of teacher-supervised or directed study time required to teach a qualification or unit of a qualification.

Level 5 QCF descriptors

This qualification has been designed to suit learners working towards level 5 qualifications. The regulators Ofqual, CCEA and DCELLS have described the knowledge and understanding, application and action, and autonomy and accountability required of a learner at this level in the booklet 'Regulatory arrangements for the Qualifications and Credit Framework' (August 2008).

Summary	▪ Achievement at level 5 reflects the ability to identify and use relevant understanding, methods and skills to address broadly defined, complex problems. It includes taking responsibility for planning and developing courses of action as well as exercising autonomy and judgement within broad parameters. It also reflects understanding of different perspectives, approaches or schools of thought and the reasoning behind them.
Knowledge and understanding	▪ Use practical, theoretical or technological understanding to find ways forward in broadly- defined, complex contexts ▪ Analyse, interpret and evaluate relevant information, concepts and ideas ▪ Be aware of the nature and scope of the area of study or work ▪ Understand different perspectives, approaches or schools of thought and the reasoning behind them
Application and action	▪ Address broadly-defined, complex problems ▪ Determine, adapt and use appropriate methods and skills ▪ Use relevant research or development to inform actions ▪ Evaluate actions, methods and results
Autonomy and accountability	▪ Take responsibility for planning and developing courses of action, including, where relevant, responsibility for the work of others ▪ Exercise autonomy and judgement within broad parameters

Rules of Combination (ROC)

Rules of combination are defined as being a description of the credit accumulation requirements for the achievement of a named qualification. The rules of combination must be adhered to in order to achieve the qualification.

OTHM Level 5 Diploma in Business Management (QCF)

The OTHM Level 5 Diploma in Business Management is a 120 credit qualification that includes six mandatory units. To achieve the Level 5 Diploma in Business Management, learners must complete all 6 units equalling 120 credits.

Unit Ref. No	Unit title	Credit	GLHs
L/507/1270	Human Resource Management	20	200
R/507/1271	Project Management	20	200
D/507/1273	Marketing Management and Planning	20	200
K/507/1275	Financial Accounting	20	200
T/507/1277	Business Law	20	200
F/507/1279	Corporate Social Responsibility and Governance	20	200

Delivery of OTHM qualifications

OTHM do not specify the mode of delivery for its qualifications, therefore OTHM Centres are free to deliver this qualification using any mode of delivery that meets the needs of their Learners. However OTHM Centres should consider the Learners' complete learning experience when designing the learning programmes.

OTHM Centres must ensure that the chosen mode of delivery does not unlawfully or unfairly discriminate, whether direct or indirect, and that equality of opportunity is promoted. Where it is reasonable and practical to do so, it will take steps to address identified inequalities or barriers that may arise.

Guided learning hours (GLH) which are listed on the OTHM unit gives the OTHM Centres the number of hours of teacher-supervised or direct study time ·equired to teach a unit of a qualification.

Assessment and Verification

All units within this qualification are internally assessed by the centre and verified by OTHM. The qualifications are criterion referenced, based on the achievement of all the specified learning outcomes.

To achieve a 'pass' for a unit, a learner must have successfully passed all the assessment criteria for that unit.

The Assessor should provide an audit trail showing how the judgement of the Learner's overall achievement has been arrived at.

Recognition of Prior Learning (RPL)

Recognition of Prior Learning (RPL) is a method of assessment that considers whether learners can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they already possess and do not need to develop through a course of learning.

RPL policies and procedures have been developed over time, which has led to the use of a number of terms to describe the process. Among the most common are:

- Accreditation of Prior Learning (APL)
- Accreditation of Prior Experiential Learning (APEL)
- Accreditation of Prior Achievement (APA)
- Accreditation of Prior Learning and Achievement (APLA)

All evidence must be evaluated with reference to the stipulated learning outcomes and assessment criteria against the respective unit(s). The assessor must be satisfied that the evidence produced by the learner meets the assessment standard established by the learning outcome and its related assessment criteria at that particular level.

Most often RPL will be used for units. It is not acceptable to claim for an entire qualification through RPL. Where evidence is assessed to be only sufficient to cover one or more learning outcomes, or to partly meet the need of a learning outcome, then additional assessment methods should be used to generate sufficient evidence to be able to award the learning outcome(s) for the whole unit. This may include a combination of units where applicable.

Equality and Diversity

The OTHM has adopted a policy of providing equal opportunities for all its learners, staff, applicants and others involved in its work. One aspect of this policy is its intention to prevent, as far as possible, the harassment of one person by another, whether on the basis of gender, sexual orientation, sexuality, race or ethnic origin, religion, disability, or any other personal attributes or views held by the person harassed. The qualification is expressly designed to support equality of opportunity and widening access to HE to all who can benefit from it, and it will operate on an inclusive and supportive basis to and for all learners.

Contact details

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Unit Syllabus

Unit 01: Human Resource Management

Unit Reference Number	L/507/1270
Unit Title	Human Resource Management
Unit Level	5
Guided Learning Hours (GLH)	200 Hrs
Number of Credits	20
Mandatory / Optional	Mandatory
SSAs	15.3 Business Management
Unit Grading Structure	Pass

Unit Aims

The purpose of this unit is to introduce learners to the theory and practices related to an organisation's human resources. It exposes learners to the components of human resource management (HRM) practices and to the skills of HRM through a range of case studies.

Learning Outcomes and Assessment Criteria

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Demonstrate an understanding of the nature and scope of HRM and its importance to the effective management of organisations	1.1	Assess the functions of human resource management in contributing to organisational performance
		1.2	Distinguish between personnel management and human resource management
		1.3	Evaluate the role and responsibilities of line managers in human resource management
2	Describe the pivotal areas of HRM in a range of organisational contexts	2.1	Evaluate the importance for human resource planning in organisations
		2.2	Discuss the stages involved in planning human resource requirements
		2.3	Evaluate the effectiveness of the recruitment and selection techniques
3	Understand how to apply HRM concepts and theories to address business problems and issues.	3.1	Assess the effectiveness of reward management strategies
		3.2	Examine the methods organisations use to monitor employee performance
		3.3	Evaluate the process of job evaluation and other factors determining pay
4	Assess contemporary issues affecting strategic human resource management	4.1	Identify contemporary issues affecting strategic human resource management
		4.2	Analyse contemporary issues affecting strategic human resource management
		4.3	analyse the impact of the legal and regulatory framework on human resource management

Study contents

Topic	Course Coverage
Human resource management function	▪ *Personnel management and human resource management*: development of personnel management; change in contexts leading to human resource management tasks (selection, recruitment, payroll administration, employee motivation, reward management, employment termination); training and development; performance management (planning, monitoring, recording) employee relations; working in partnership with functional areas; involvement of line managers

	benefit and risk equation for projects. ***Learning Outcome 1, 2***
Project management framework and plan	▪ Traditional approach, critical change approach, event change approach or proprietary/ formalised approaches e.g. PRINCE ▪ Role of Project Manager: managing team and stakeholders, setting schedule, budget and timing, developing the project plan, managing project risks, interfaces with other projects ▪ Value proposition, accountability, deliverables, responsibilities, resource allocations, timeline, milestones, critical path ***Learning Outcome 2, 3***
Monitoring and control	▪ Status and plan documentation and regular monitoring meetings, defining responsibilities and accountability, communications, traceability and audit trails, formalized frameworks and stages ▪ Project creep, gaps in the scope or accountability of the project, delays, planning errors, other resource deficits ▪ Role of Project Manager and Sponsor. constructive vs. destructive conflicts, compromise, skill complementarities, goal congruence ***Learning Outcome 2, 3***
Project evaluation and closure	▪ Lack of ownership, communication failures, lack of employee empowerment, formal evaluation of project and team performance, document learning points for future, assess success factors, post-implementation report, sign off on deliverables, hand over/archive documentation, contract closures, closing out financial accounts, reassign team ***Learning Outcome 3, 4***

Assessment

To achieve this unit, learners must achieve the learning outcomes and meet the standards specified by all assessment criteria for the unit.

Learning Outcomes to be met	**Assessment criteria covered**	**Assessment type**	**Word count** (approx. length)
All 1 to 4	All ACs under LO 1 to 4	Coursework- Case study based Project Management Report	3000 words

Indicative Reading list

Burke R, (2006) *Project Management, Planning and Control Techniques*, 5th edition, Wiley

Lock D, (2007) *Project Management*, 9th edition, Gower

Unit 03: Marketing Management and Planning

Unit Reference Number	D/507/1273
Unit Title	Marketing Management and Planning
Unit Level	5
Guided Learning Hours (GLH)	200 Hrs
Number of Credits	20
Mandatory / Optional	Mandatory
SSAs	15.3 Business Management
Unit Grading Structure	Pass

Unit Aims

This unit aims to give learners a detailed understanding of the marketing planning process and to apply these principles to a variety of business contexts. It also enables learners to develop a thorough understanding of how a comprehensive environmental analysis can lead to the development of appropriate objectives and strategies to enhance operational marketing performance.

Learning Outcomes and Assessment Criteria

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Understand the principles of marketing and its role in business practice	1.1	Evaluate the role of marketing in an organisation
		1.2	Analyse the relationship between corporate strategy and marketing strategy
		1.3	Assess how marketing strategy is developed
2	Evaluate approaches to marketing analysis	2.1	Evaluate approaches to internal environmental analysis
		2.2	Evaluate approaches to external environmental analysis
		2.3	Explain how internal and external analyses can be integrated to devise strategic alternatives
3	Analyse strategic marketing decisions and choices	3.1	Analyse decisions and choices to be made at a corporate level
		3.2	Assess how these decisions influence marketing at business unit and functional level
		3.3	Analyse approaches to competitive positioning of businesses
4	Assess how marketing strategies can contribute to competitive advantage	4.1	Identify a range of strategies that can contribute to competitive advantage
		4.2	Analyse marketing communications strategies
		4.3	Analyse marketing strategies, their application and implementation for an organisation

Study contents

Topic	Course Coverage
Role of marketing strategy Corporate strategy and marketing strategy	▪ Marketing strategy, its role in the organisation and how it underpins marketing planning and activities, resources and implementation and monitoring, control ▪ Corporate strategy, linking marketing strategy to corporate mission and vision, meeting corporate objectives with marketing strategy, corporate social responsibility, marketing ▪ Analysis of the environment, setting objectives, dynamic strategy – flexibility for change *Learning Outcome 1*
Strategic marketing	▪ Internal analysis - approaches; Resource-based, performance, value

analysis	chain, Macro environment, micro environment, competitor analysis Wider external factors, fit between external and internal environment ▪ Customer Analysis - buyer behaviour in consumer and organisational markets, critical success factor analysis, links with segmentation, targeting and positioning ***Learning Outcome 2***
Strategic marketing choices and decisions	▪ Directional strategy for marketing, Porter's generic strategies / Ansoff's Matrix, identifying generic strategies for organisation and business units, corporate strategies and business functions: finance, human resources, research ▪ Marketing objectives, risk, market leader, market challenger, market follower, market niche, developing an appropriate mix, strategic decisions within the mix, product range management and branding, supply chain management, implications of relationship marketing, strategic marketing communication; MARCOMS strategic process, the role of Public Relations ***Learning Outcome 1,2, 3***
Monitoring, evaluation and control	▪ Cost decisions, frequency, operations and measurement, international communications, implementation, organisation and control, managing competitive advantage and monitoring, applicability for organisation and environment, resources, implementation, management, implications ***Learning Outcome 3, 4***

Assessment

To achieve this unit, learners must achieve the learning outcomes and meet the standards specified by all assessment criteria for the unit.

Learning Outcomes to be met	Assessment criteria covered	Assessment type	Word count (approx. length)
All 1 to 4	All ACs under LO 1 to 4	Coursework	3000 words

Indicative Reading list

Aaker, D.A. and Mc Loughlin, D. (2010) *Strategic market management- global perspective*, John Wily & Sons Ltd, UK

West, D, Ford, J. and Ibrahim, E. (2010) *Strategic marketing: creating competitive advantage*, 2nd edition, Oxford University Press.

Unit 04: Financial Accounting

Unit Reference Number	K/507/1275
Unit Title	Financial Accounting
Unit Level	5
Guided Learning Hours (GLH)	200 Hrs
Number of Credits	20
Mandatory / Optional	Mandatory
SSAs	15.3 Business Management
Unit Grading Structure	Pass

Unit Aims

The unit develops the skills needed to prepare Financial Statements which comply with legal and regulatory requirements for a variety of organisations using a range of techniques

Learning Outcomes and Assessment Criteria

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Evaluate accounting concepts and conventions.	1.1	Identify the purpose and aims of financial and management accounting and accounting regulations
		1.2	Evaluate the different users of accounting and financial information.
		1.3	Identify and evaluate the main types of business and accounting information.
2	Preparation of financial statements for sole traders, partnerships and limited firms from ledger accounts and Incomplete Records	2.1	Prepare books of original entry.
		2.2	Prepare trial balance information to enter to final accounts.
		2.3	Adjustments for book keeping and final accounts.
		2.4	Construct final accounts including cash flow statements.
3	Evaluate financial performance	3.1	Calculate various financial ratios
		3.2	Categorise financial ratios
		3.3	Interpret and evaluate financial performance using ratios
4	Develop an understanding of the UK Regulatory Framework	4.1	Understand UK regulatory framework
		4.2	Evaluate international regulations and their value to UK firms.

Study contents

Topic	Course Coverage
Evaluation of accounting concepts and conventions.	▪ Aims and purpose: Describe the role and function of accounting concepts, ▪ Stakeholder; Sole traders; partnerships; limited companies. *Learning Outcome 1, 2*
Preparation of financial statements for sole traders, partnerships and limited firms from ledger accounts and Incomplete Records	▪ Books of original entry: book-keeping entries and adjustments; two and three column cash books, control accounts and accruals and prepayments and on international equivalents under the International Accounting Standards (IAS). ▪ Trial balance preparation. ▪ Final Accounts: Statement of Financial Performance (Income Statement), Statement of Financial Position and Cash flow statement. *Learning Outcome 1, 2*

Evaluation of financial performance	▪ Ratios: Profitability, Liquidity, Efficiency, Investors and Gearing. *Learning Outcome 2, 3*
The UK Regulatory Framework	▪ UK and international legal and regulatory frameworks. Standards and principles, such as: Statements of Standard Accounting Practice (SSAPs); Financial Reporting Standards (FRSs), and International Accounting Standards (IASs). *Learning Outcome 4*

Assessment

To achieve this unit, learners must achieve the learning outcomes and meet the standards specified by all assessment criteria for the unit.

Learning Outcomes to be met	Assessment criteria covered	Assessment type	Word count (approx. length)
All 1 to 4	All ACs under LO 1 to 4	Coursework	3000 words

Indicative Reading list

McLaney, E., Atrill, P. (2010) *Accounting: An Introduction, 5th edition*. Financial Times Prentice Hall

Wood F & Sangster A, (2011) *'Business Accounting, 12th* edition. FT Prentice Hall

Atrill P & McLaney E (2010) *Accounting & Finance for Non-specialists* (10th Edition) Financial Times/ Prentice Hall.

Unit 05: Business Law

Unit Reference Number	T/507/1277
Unit Title	Business Law
Unit Level	5
Guided Learning Hours (GLH)	200 Hrs
Number of Credits	20
Mandatory / Optional	Mandatory
SSAs	15.3 Business Management
Unit Grading Structure	Pass

Unit Aims

The unit aims to develop learners understanding of the concepts and principles of business law and the ability to apply them to practical situations.

Learning Outcomes and Assessment Criteria

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Demonstrate an understanding of types of laws, legal systems, contracts law of the UK and reflect on international businesses.	1.1	Evaluate the types of Law
		1.2	Evaluate the contract laws. The EU and UK law and how a business will function as a result of both.
		1.3	Understand the intellectual property rights governing trademarks and brand names
2	Apply the main concepts and principles of consumer & company law to given situations	2.1	Explain and analyse trade description.
		2.2	Evaluate consumer protection agency and the rights of consumers.
		2.3	Assess consumer safety laws and the need to act in accordance.
		2.4	Understand the formation and constitution of a company.
3	Evaluate employment and consumer law	3.1	Evaluate the nature of a company. From directors through to members of staff.
		3.2	Evaluate the management and administration of a company.
		3.3	Analyse employment laws to bring understanding to termination or contracts.
		3.4	Evaluate Agency Law.
4	Understand competition and the right to compete in the UK	4.1	Evaluate laws governing competition. To include all dimension of competitive market to no competition in cases of monopolies.
		4.2	Assess the needs for mergers and acquisitions and market domination.

Study contents

Topic	Course Coverage
Understand types of law, contracts law of the UK and reflect on international businesses	▪ Types: Statutory law, common law and equity including cases; principles; remedies; common law remedy of damages; court practice; courting system; burden of proof ▪ Types of business organisations and basic Acts and Regulations that govern them. ▪ Contracts: Offers, invitation to treat, acceptance, intention to create legal relations, considerations, terms and representations vitiating factors. Discharge and breach of contracts. International trades and

	exchange rates. Terms; conditions; warranties; innominate terms; contractual terms; exclusion clauses; duress and undue influences; misrepresentation; discharge and breach of contract; Cases. ***Learning Outcome 1***
Principles of consumer & company law	▪ Consumer: aw affect business and their consumer: Sales of goods, supply service and product liability (Consumer remedies and defective goods). Consumer credit and agency. Forms of consumer credit agreements; consumer credit licences; ▪ Company: Legal entities (main differences between a traditional partnership and a limited liability partnership (LLP), which is governed primarily by the Limited Liability Partnership Act 2000, and the Limited Liability Partnership Regulations 2001 which detail the rights of members of the LLP. Separate Corporate Identity; Companies Act 2006, Companies finances. ***Learning Outcome 2***
Evaluation of employment and Agency Law	▪ Employment: Contracts of service and contracts for service; implied duties of employers. Discharge of contracts. Employee contracts; independent contractors; original and multiple tests; vicarious liability; termination of contracts; 6 implied common laws governing employers and employee relations. ▪ Agency: Principals and agents their rights and duties; creation and terminations of agency relationships; types of agents and authority; rights and duty of an agent; express and implied agreement; different categories of agents; commercial agents; Cases ***Learning Outcome 3***
Types of competition and the right to compete in the UK	▪ Monopolies, mergers and anti-competitive practices. Property rights and exemptions. Dominant positions; fair trades; protection of trade marks. Invention protection; copy rights; patents; trademark and names; infringement of intellectual properties. ***Learning Outcome 4***

Assessment

To achieve this unit, learners must achieve the learning outcomes and meet the standards specified by all assessment criteria for the unit.

Learning Outcomes to be met	**Assessment criteria covered**	**Assessment type**	**Word count** (approx. length)
All 1 to 4	All ACs under LO 1 to 4	Coursework	3000 words

Indicative Reading list

Jones, L. (2011) *Introduction to Business Law*, Oxford

Macintyre, E, (2011) *Essentials of Business Law*, Longmans

Kelly, D, Hayward, R, Hammer, R & Hendy, J, (2011) *Business Law*, London: Routledge

Unit 06: Corporate Social Responsibility and Governance

Unit Reference Number	F/507/1279
Unit Title	Corporate Social Responsibility and Governance
Unit Level	5
Guided Learning Hours (GLH)	200 Hrs
Number of Credits	20
Mandatory / Optional	Mandatory
SSAs	15.3 Business Management
Unit Grading Structure	Pass

Unit Aims

The unit aims to provide learners with a broad understanding of the roles and requirements for businesses to embed ethics and incorporate social responsibility. It provides learners with an understanding of the issues surrounding corporate social responsibility and ethics from national and international perspectives. Significant emphasis is placed on the role that corporate governance plays in ensuring accountability to the owners and other stakeholders in the firm.

Learning Outcomes and Assessment Criteria

Learning Outcome - The learner will:		Assessment Criterion - The learner can:	
1	Demonstrate an understanding of the different perspectives on ethics and its relevance to business	1.1	Explain the background and development of ethical approaches
		1.2	Compare and contrast absolute and relative ethics
		1.3	Explain the ethical issues which can affect the operational activities of a business
		1.4	Evaluate the implications for a business and its stakeholders to operate ethically
2	Interpret the importance of the roles of directors, investors and other stakeholders in ensuring transparency and credibility in company reporting practices	2.1	Assess the potential conflicts which may arise between the needs and expectations of different stakeholders
		2.2	Analyse the impact of CSR on the supply chain
		2.3	report on how the business could improve the ethics of their operations whilst meeting objectives and ensuring good employer/employee relationships
3	Understand the issues which inform company reporting and their impact on society	3.1	explain how business objectives are affected by ethical considerations
		3.2	Describe the regulatory framework for CSR
4	Evaluate ethical dimensions of businesses and the impact of CSR strategies on businesses	4.1	research a current ethical issue affecting a selected business
		4.2	Assess the potential impact of changes in CSR on business performance
		4.3	Recommend changes to CSR policy to benefit different stakeholders

Study contents

Topic	Course Coverage
Perspectives on ethics and CSR	▪ Ethical perspectives: deontological and teleological ethical theory; developments from these early approaches e.g. utilitarianism and other consequential approaches; early contributions of Kant and Mill; absolute and relative ethics; Institute of Business Ethics ▪ Operational activities: definitions of business ethics; ethical activities; values of businesses; professional ethics Ethical issues: corporate governance; corporate social responsibility; environment; sustainability;

	human rights; corruption; trading fairly; legal and regulatory compliance; business practices; working conditions; individual ethical responsibilities ***Learning Outcome 1***
CSR objectives and stakeholders	▪ Objectives: corporate governance; corporate social responsibility; environment; sustainability; human rights; corruption; trading fairly; legal and regulatory compliance; business practices; communicating ethical code ▪ Stakeholders: stakeholders (owners, employees, customers, suppliers, competitors, citizens); conflicts of interest between stakeholder groups e.g. shareholders versus environmentalists ▪ Implications: adapting business behaviour; responding to ethical pressures; implementing ethical practices; influence of stakeholders and pressure groups; impact on competitiveness; reputation; public image; ethical trade; value added; complying with relevant legislation and codes of practice e.g. UK law, EU law; UN Declaration on Human Rights; UN Global Compact; economic activity e.g. location ***Learning Outcome 2, 3, 4***
Current ethical issues facing businesses	▪ *Issues*: corporate social responsibility; globalisation; cultural imperialism; ecology; environment; fair trade; corruption; animal testing; child labour; carbon footprint; sources of timber; outsourcing; personal attitudes; whistle blowing; contribution of business to the community; ethics in sales and marketing; ethics in intellectual property e.g. software piracy, counterfeiting, peer-to-peer file sharing ***Learning Outcome 1, 3***
Corporate governance	▪ Stakeholder-expectation and factors influencing stakeholder-purposes. Corporate governance. Ownership vs. management. Governance chain: typical reporting structures. Stakeholders of large organization. Conflict of expectations. Stakeholder mapping. Power-interest matrix. Power dynamics in organizations. Business ethics and corporate social responsibility (CSR). Types of ethical stances. Internal and External analysis of CSR. Public Interest Disclosure Act (1998) ***Learning Outcome 2, 4***

Assessment

To achieve this unit, learners must achieve the learning outcomes and meet the standards specified by all assessment criteria for the unit.

Learning Outcomes to be met	**Assessment criteria covered**	**Assessment type**	**Word count (approx. length)**
All 1 to 4	All ACs under LO 1 to 4	Coursework	3000 words

Indicative Reading list

Griseri, P. & Seppala, N. (2010) *Business Ethics and Corporate Social Responsibility*, CENGAGE Learning Business Press.

Important Note:

Whilst we make every effort to keep the information contained in programme handbooks up to date, some changes to procedures, regulations, fees matter, timetables, etc may occur during the course of your studies. You should, therefore, recognise that this handbook serves only as a useful guide to your learning experience. For updated information please visit www.othm.org.uk, which is updated regularly.

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Myanmar International Business Academy's Policy

for

ABE Endorsed Executive Diplomas

abe endorsed Course

Title of Executive Diploma

1. Executive Diploma in Financial Management
2. Executive Diploma in Sales & Sales Management
3. Certified Quality Director
4. Certified Business Administrator
5. Certified Human Resource Professional (CHRP)

Aims & Objectives of Executive Diploma

The Executive Diploma programmes aim to train business executives, entrepreneurs or university graduates on those applied methods and business practices which lead to the effective management and continuing development of business and organizations, within the ever-changing and competitive national and multinational business environment.

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Executive Diploma in Financial Management

Modules

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Lesson Plan

Executive Diploma in Financial Management

No	Date	Part	Topic	Remark
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2	Week (2)	Chapter(1)	The Construction of Financial Statements	
3	Week (3)	Chapter(2)	Using Accounting Information	
4	Week (4)	Chapter(2)	Using Accounting Information	
5	Week (5)		**Test - 1**	
6	Week (6)	Chapter(3)	Management Accounting	
7	Week (7)	Chapter(3)	Management Accounting	
8	Week (8)	Chapter(3)	Management Accounting	
9	Week (9)	Chapter(4)	Sources of Business Finance	
10	Week (10)		**Test - 2**	
11	Week (11)	Chapter(4)	Sources of Business Finance	
12	Week (12)	Chapter(4)	Sources of Business Finance	
13	Week (13)	Chapter(5)	Mergers and Takeovers	
14	Week (14)		Test & Old Questions	
15	Week (15)	Chapter(5)	Mergers and Takeovers	
16	Week (16)	Chapter(6)	Capital Markets	
17	Week (17)	Chapter(6)	Capital Markets	
18	Week (18)		Solution to Question	
19	Week (19)	ALL	**Revision**	
20	Week (20)		**All Chapter Test**	

MYANMAR INTERNATIONAL BUSINESS ACADEMY

Assessment Policy

No	Subject	Attendance %	Exam Test %t	Project/ Assignment %	Remark
1	Executive Diploma in Financial Management	20 %	40%	40%	

Format of Project Assignments

1. All learners have to submit the group project assignments that will include at least 5 learners.
2. All assignments should be word-processed, unless you are specifically told differently by a lecturer.
3. When you submit your project assignment it should be in the following format in English.
   - 12 pt font size
   - Time New Roman
   - 1.5 line space
   - Single sided page
4. Cover Page of Assignment format as follow:

Myanmar International Business Academy

Executive Diploma in ------------

Title of Assignment

Student Name: Lecturer Name:

Date:

Class:

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Executive Diploma in
Sales & Sales Management

Modules

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Consumer and Organisational Buyer Behaviour

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Sales Responsibilities and Preparation

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2 Preparation

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2 Need and problem identification

3 The presentation and demonstration

4 Dealing with objections

5 Negotiation

6 Closing the sale

7 Follow-up

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1 What is key account management?

2 Advantages and dangers of key account management

3 Deciding whether to use key account management

4 The tasks and skills of key account management

5 Key account management relational development model

6 Global account management

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8 Key account information and planning system

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1 From total quality management to customer care

2 From JIT to relationship marketing

3 Reverse marketing

4 From relationship marketing to relationship selling

5 Tactics of relationship selling

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2 Database marketing

3 Managing a direct marketing campaign

Internet and IT Applications in Selling and Sales Management

1 Overview of internet and IT applications in selling and sales management

2 The internet

3 Customer relationship management

4 Sales management applications of IT

5 Applications of IT in retail sales and marketing

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2 Economic aspects

3 International selling at company level

4 Cultural factors in international selling

5 Organisation for international selling

6 Pricing

7 Japan – a study in international selling

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2 Terms and conditions

3 Terms of trade

4 Business practices and legal controls

5 Ethical issues

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Recruitment and Selection

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3 Identification of sources of recruitment and methods of communication

4 Designing an effective application form and preparing a shortlist

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2 Leadership

3 Training

Organisation and Compensation

1 Organisational structure

2 Determining the number of sales people

3 Establishing sales territories

4 Compensation

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2 Planning

3 Levels of forecasting

4 Qualitative techniques

5 Quantitative techniques

6 Budgeting

7 Budget determination

8 The sales budget

9 Budget allocation

Sales force Evaluation

1 The salesforce evaluation process

2 The purpose of evaluation

3 Setting standards of performance

4 Gathering information

5 Measures of performance

6 Appraisal interviewing

Lesson Plan

Executive Diploma in Sales & Sales Management

No	Date	Part	Topic	Remark
1	Week (1)	Part(1)	Sales Perspectives: Development and Role of Marketing	
2	Week (2)	Part(1)	Sales Perspectives: Sales Strategies	
3	Week (3)	Part(1)	Sales Perspectives: Consumer and Organizational Buyer Behavior	
4	Week (4)		**Test - 1**	
5	Week (5)	Part(2)	Sales Technique: Sales Responsibility and Preparation/ Personal Selling Scales	
6	Week (6)	Part(2)	Sales Technique: Key Account Management	
7	Week (7)	Part(2)	Sales Technique: Relationship Selling and Direct Marketing	
8	Week (8)	Part(2)	Sales Technique: Internet and IT Applications in Selling and Sales Management	
9	Week (9)	Part(3)	Sales Environment: Sales Setting	
10	Week (10)		**Test - 2**	
11	Week (11)	Part(3)	Sales Environment: International Selling	
12	Week (12)	Part(3)	Sales Environment: Law and Ethical Issues	
13	Week (13)	Part(4)	Sales Management: Recruitment and Selection/	
14	Week (14)	Part(4)	Sales Management: Motivation and Training	
15	Week (15)		**Group Presentation**	
16	Week (16)	Part(4)	Sales Management: Organization and Compensation	
17	Week (17)	Part(5)	Sales Control: Sales Forecasting and Budgeting	
18	Week (18)	Part(5)	Sales Control: Sales Force Evaluation	
19	Week (19)	ALL	**Revision**	
20	Week (20)		**All Chapter Test**	

MIBA MYANMAR INTERNATIONAL BUSINESS ACADEMY

Assessment Policy

No	Subject	Attendance %	Presentation/ Test Result %	Project/ Assignment %	Remark
1	Executive Diploma in Sales & Sales Management	20 %	40%	40%	

Student Presentation Assessment Sheet

Student Name:

Class:

Presentation Topic:

No.	Learning Outcomes	Level of attainment				
		1	2	3	4	5
1.	Knowledge and understanding of core material					
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5	Audibility, liveliness and clarity of presentation					
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7	Presentation contains accurate information.					
8	Teamwork					
9	Length of presentation is within the assigned time limits.					
10	Overall Performance					

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2 = Bad = (3) Marks
3 = Good = (5) Marks
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Under 50 = Need to improve
Between 50 and 65 = Good
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Format of Project Assignments

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    - 1.5 line space
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4. Cover Page of Assignment format as follow:

Myanmar International Business Academy

Executive Diploma in ------------

Title of Assignment

Student Name: Lecturer Name:

Date:

Class:

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Certified Quality Director

Modules

Table of Contents

6 Charismatic Leadership, Transformational Leadership, and Change in Leadership

Part Three: Setting and Implementation of Quality Strategy

CHAPTER-5:

1 Competitive analysis: PEST, SWOT, 5Forces, Shell Matrix

2 Strategic planning and evaluation: Strategic situational analysis and BSC

3 Strategic implementation: BCS Matrix, resources allocation, Benchmarking

Part Four: Customer-Focused Orientation and Cultural Changes

CHAPTER-6:

1 Definition of business and positioning: strategic marketing logic from 4P to 4C

2 Customer understanding and segmentation: approaches for segmentation, targeting

3 Customers behaviour: determinants of customer behaviour, decision making process and organizational buying behavior

4 Customer relationship management: CRM, customer satisfaction index, customer loyalty management

Part Five: Approaches and Tools in Management

CHAPTER-7:

1 Managerial communications: information system, communications skills, knowledge management

2 Staff motivation: needs analysis, motivation skills, job arrangement, HR development

3 Quality tools: problem solving tools, process management approaches, measurement and evaluation

4 Quality models: Malcom Baldridge Awards, ISO9000 series, main industrial criteria and international criteria

Part Six: Supplier Performance Management

CHAPTER-8:

1 Selection of suppliers: suppliers in a total supply chain

2 Supplier management: VOC, QFD, FMEA, SPC

3 Supplier auditing: SQA skills (Supplier Quality Auditing)

Part Seven: Training and Capacity Development

CHAPTER-9:

1 Training planning: needs analysis, training materials preparation, course development

2 Methods and approaches of training: lecturing, experiential training, case studies, ROTI training results analysis

3 Planning and development of personal career: model of personal career development

Lesson Plan

Certified Quality Director

No	Date	Part	Topic	Remark
1	Week (1)	Part(1)	Management and Environment: International Environment Challenges	
2	Week (2)	Part(1)	Management and Environment: The Strategy and Structure of International Business	
3	Week (3)	Part(1)	Management and Environment: International Business Operation	
4	Week (4)	Part(2)	Quality Leadership	
5	Week (5)		**Test - 1**	
6	Week (6)	Part(3)	Setting and Implementation of Quality Strategy	
7	Week (7)	Part(3)	Setting and Implementation of Quality Strategy	
8	Week (8)	Part(4)	Customer-Focused Orientation and Cultural Changes	
9	Week (9)	Part(4)	Customer-Focused Orientation and Cultural Changes	
10	Week (10)		**Test - 2**	
11	Week (11)	Part(5)	Approaches and Tools in Management	
12	Week (12)	Part(5)	Approaches and Tools in Management	
13	Week (13)	Part(6)	Supplier Performance Management	
14	Week (14)	Part(6)	Supplier Performance Management	
15	Week (15)		**Group Presentation**	
16	Week (16)	Part(7)	Training and Capacity Development	
17	Week (17)	Part(7)	Training and Capacity Development	
18	Week (18)	Part(7)	Training and Capacity Development	
19	Week (19)	ALL	**Revision**	
20	Week (20)		**All Chapter Test**	

Assessment Policy

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Class:

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Format of Project Assignments

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Myanmar International Business Academy
Executive Diploma in ------------
Title of Assignment
Student Name: Lecturer Name:
Date:
Class:

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Certified Business Administrator

Modules

Table of Contents

The Organisational Background to Business Administration

Functions within Organisations

7 Work study

8 Maintenance and production

9 CAD, CAM and CIM

CHAPTER V: The Purchasing Function

1 The nature of purchasing and the role of the purchasing officer

2 Purchasing department procedures, inventory control, stores control and economic order quantity

CHAPTER VI: The Research and Development Function

1 The functions of the research and development department

2 Basic research

3 Problem-based research

4 Ideas generation

5 Applied research and development

6 Patents, trademarks and service marks

7 Research and development in the business organisation

CHAPTER VII: The Marketing Function

1 Introduction to marketing and the marketing philosophy

2 Market analysis and research

3 Promotion, publicity and public relations

4 Pricing policy

5 Credit control

6 Sales administration

7 Transport and distribution (logistics)

8 Export marketing

CHAPTER VIII: Personnel Department

1 The need for staff

2 The functions of the personnel department and a personnel policy

3 Employee records

4 Promotion, transfer, termination and dismissal

5 Industrial relations practice

6 The remuneration of staff

The Administrative Officer's Role

CHAPTER IX: Office Administration

1 The role of the administrative officer

2 Facilities management – the 'new-look' office administrator

3 The office and its functions

4 The clerical function, business correspondence, mail inwards, mail outwards, systems for producing business correspondence

5 Meetings, conferences, functions and delegation

CHAPTER X: Other Responsibilities of the Administrative Officer

1 The organisation and methods department

2 Security aspects of business

3 Risk management

4 The environment of organisations

5 What is a claimant?

6 Assessing the impact of claimants

Lesson Plan

Certified Business Administrator

No	Date	Part	Topic	Remark
1	Week (1)	Chapter(1)	The Management Framework to Business Administration	
2	Week (2)	Chapter(2)	Characteristic Features of Organizations	
3	Week (3)	Chapter(3)	The Structure of Business Enterprises	
4	Week (4)	Chapter(3)	The Structure of Business Enterprises	
5	Week (5)		**Test - 1**	
6	Week (6)	Chapter(4)	The Production Function	
7	Week (7)	Chapter(5)	The Purchasing Function	
8	Week (8)	Chapter(6)	The Research and Development Function	
9	Week (9)	Chapter(6)	The Research and Development Function	
10	Week (10)		**Test - 2**	
11	Week (11)	Chapter(7)	The Marketing Function	
12	Week (12)	Chapter(7)	The Marketing Function	
13	Week (13)	Chapter(8)	Personnel Department	
14	Week (14)	Chapter(8)	Personnel Department	
15	Week (15)		**Group Presentation**	
16	Week (16)	Chapter(9)	Office Administration	
17	Week (17)	Chapter(10)	Other Responsibilities of the Administrative Officer	
18	Week (18)	Chapter(10)	Other Responsibilities of the Administrative Officer	
19	Week (19)	ALL	**Revision**	
20	Week (20)		**All Chapter Test**	

UCSI University

1	**Name of module**	**INTERNATIONAL BUSINESS AND MANAGEMENT**
2	Module code	GM507
3	Name(s) of academic staff	Dr Dominic Wong Hin D Thang
4	**Rationale for the inclusion of the module in the programme**	This module provides an overview of a multitude of perspectives in international businesses, enabling managerial exposure deemed critical in the face of ever-growing significance of globalization.
5	**Semester and year offered**	

			Face-to-Face				Non Face-to-Face	Total Guided and Independent Learning
6	Total student learning time (SLT)	L = Lecture T = Tutorial P = Practical O = Others	L	T	P	O	78	120
			42					

7	**Credit value**	3
8	**Prerequisite (if any)**	Nil
9	**Objectives**	The objectives of this module are as follows: • Provide knowledge of international business world; • Discuss managerial perspectives of international business world; • Introduce issues and challenges that prevail in turbulent international business world; • Examine insights in dealing with transnational trade and investments.
10	**Learning outcomes**	Upon successful completion of this module, students will be able to: Knowledge • Describe the international business for competitive advantage; • Analyze different global business environments; • Explain such topics as forms of foreign involvement, international trade theory, the global monetary and financial system and international production and operations management. Practical skills • Analyze different global business case studies especially in BRIC and recommend solutions. Values, attitudes and professionalism

MYANMAR INTERNATIONAL BUSINESS ACADEMY

Assessment Policy

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1	Certified Business Administrator	20 %	40%	40%	

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Myanmar International Business Academy

Executive Diploma in ------------

Title of Assignment

Student Name: Lecturer Name:

Date:

Class:

MYANMAR INTERNATIONAL BUSINESS ACADEMY

Certified Human Resource Professional

Modules

Table of Contents

CHAPTER VI: Recruitment

1 Sources of HR

2 Recruitment Process

3 Job Analysis

4 Job Description

5 Person Specification

6 Recruitment Methods and Media

7 Evaluating Recruitment

CHAPTER VII: Selection

1 The Selection Process

2 Selection Interviews

3 Selection Testing

4 Group Testing

5 Follow up Procedures

6 Evaluating the Selection Process

CHAPTER VIII: Monitoring & Managing Performance

1 The Purpose of Appraisal

2 Appraisal Procedures and Techniques

3 Problems with Appraisal Schemes

4 Discipline

5 Grievance

6 Performance Pay

7 Indirect Pay

CHAPTER IX: Reward Management

1 Understanding Reward Management

2 Job Evaluation

3 Other Factors Determining Pay

4 Reward Systems

CHAPTER X: Employee Relation

Lesson Plan

Certified Human Resource Professional (CHRP)

No	Date	Part	Topic	Remark
1	WEEK(1)	Chapter(1)	The Practice of HRM	
2	WEEK(2)	Chapter(2)	Organization	
3	WEEK(3)		**Test-1**	
4	WEEK(4)	Chapter(3)	Factors Affecting Employee Behavior	
5	WEEK(5)	Chapter(4)	Learning & Development	
6	WEEK(6)	Chapter (5)	Human Resource Planning	
7	WEEK(7)		**Group Presentation**	
8	WEEK(8)	Chapter(6)	Recruitment	
9	WEEK(9)	Chapter(7)	Selection	
10	WEEK(10)	Chapter(8)	Monitoring & Managing Performance	
11	WEEK(11)		**Test-2**	
12	WEEK(12)	Chapter(9)	Reward Management	
13	WEEK(13)	Chapter(10)	Employee Relations	
14	WEEK(14)	Chapter(10)	Employee Relations	
15	WEEK(15)		**REVISION**	
16	WEEK(16)		**All Chapter Test**	

Assessment Policy

No	Subject	Attendance %	Presentation/ Test Result %	Project/ Assignment %	Remark
1	Certified Human Resource Professional(CHRP)	20 %	40%	40%	

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Class:
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Myanmar International Business Academy Executive Diploma in ------------ Title of Assignment Student Name: Lecturer Name: Date: Class:

Module Descriptor

IQN International Qualifications Network

Module/Unit:	Hospitality Management

Objective:

This module aims to provides insights into today's emerging Global Hospitality and Tourism Industry. This could add greater value to prepare the learner as a major contributor in the growing hospitality sector. This module also intends for individuals involved with hospitality management, tourism management or hotel administration.

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

1. Understand important management and leadership challenges in tourism and hospitality industries
2. Understand fundamental theories for management and leadership in the tourism and hospitality industries
3. Understand the important of quality manangement

Content:

1. Introduction to Hospitality Management
2. External Influences Affecting The Industry
3. The Growth of Global Hospitality Brands
4. The Accommodation Industry
5. The Food Service Industry
6. Food Production & Services
7. Quality Management In The Global Hospitality Industry

Assessment:

Exam Type	Exam Duration	Total Marks	Pass Marks
(40) MCQs	60 minutes	100 marks	60%

Teaching Aids and Resources:

Diploma in Hospitality Management Coursebook

Old Question practice

Module Descriptor

IQN International Qualifications Network

Module/Unit:	Certified Strategic Manager

Objective:

This module aims to understand the different elements of the Strategic management process, define competitive advantages, formulate strategies and define the necessary changes for strategy implementation. It also intends to design and implement strategies at the corporate, business and functional level, while establishing controls for monitoring and assessing performance.

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

1. Understand how to formulate strategy, conduct strategic planning, perform strategy evaluation and implement strategy.
2. Understand how to apply employers' skills, knowledge and ability to work in a dynamic business environment.
3. Understand how to differentiate between strategic , administrative and operational decisions

Content:

1. Strategy Formulation
2. Strategic Planning
3. The planning Framework
4. Different approaches to Strategic Planning
5. Strategy Evaluation
6. Strategy Selection
7. Strategy Implementation

Assessment:

Exam Type	Exam Duration	Total Marks	Pass Marks
(40) MCQs	60 minutes	100 marks	60%

Teaching Aids and Resources:

Certified Strategic Manager Coursebook
Old Question practice

Module Descriptor

IQN International Qualifications Network

Module/Unit:	Certified Project Management Analyst

Objective:

This module designs around the Project Management Analysis (PMA) Framework. It aims for planning to develop learners' career in projects or a variety of roles that have some form of responsibilities and advance learners' career by tapping into the critical competencies' learners require to add a badge of successful project professional. It also aims to produce business practitioners and professionals in specialized fields.

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

1. Understand the various processes of project management activities
2. Understand how to develop a successful project
3. Understand the art of estimating project costs and schedules using simple and proven techniques
4. Learn to manage an industrial scale project effectively

Content:

1. Introduction to Project Management
2. Project Feasibility
3. Project Scope
4. Project Planning
5. Project Scheduling
6. Project People Management
7. Cost Estimation and Budgeting
8. Project Risk Management
9. Project Monitoring and Control
10. Project Termination / Closure

Assessment:

Exam Type	Exam Duration	Total Marks	Pass Marks
(40) MCQs	60 minutes	100 marks	60%

Teaching Aids and Resources:

Certified Project Management Analyst Coursebook
Old Question practice

Module Descriptor

IQN International Qualifications Network

Module/Unit:	Business English

Objective:

This module aims to improve the general level of learner's English and boost the confidence of learners in business environment. This module intends to build learner's English language skills to communicate effectively in business contexts, improving employability and job prospects.

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

1. To enhance students' level of English by enriching understanding and application of "business grammar" both in social and professional contexts.
2. To boost Business English vocabulary
3. To improve writing and reading skills that are necessary for effective communication.

Content:

1. Verbs – Main Tenses
2. Verbs _ Other Forms
3. Verbs _ Voice
4. Verbs _ Others
5. Sentence and Clause Types
6. Nouns
7. Adjectives and Adverbs
8. Determiners
9. Prepositions
10. Emails
11. Doing Business
12. Marketing and advertising
13. Business Media and Books

Assessment:

Exam Type	Exam Duration	Total Marks	Pass Marks
(40) MCQs	60 minutes	100 marks	60%

Teaching Aids and Resources:

Old Question practice

Intermediate Business Grammar & Practice (Collins English for Business)

Business Reading (Collins English for Business)

Module Descriptor

IQN International Qualifications Network

Module/Unit:	Supply Chain Management

Objective:

This module aims to understand how to achieve an organization's strategic objectives through capability, capacity, and location of operations and the supply chain.

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

1. Understand the importance and functions of Supply Chain in organization.
2. Understand how to plan and design the supply chain
3. Understand the major change drivers in economy and in the global market

Content:

1. Introduction and History of Supply Chain Management
2. Global Supply Chain Management
3. Planning and Designing the Supply Chain
4. Lean Supply Management
5. Agile as Supply Management
6. Purchasing and Supplier Selection
7. Supply Relationship and Integration
8. The Present and Future Challenges of SCM

Assessment:

Exam Type	Exam Duration	Total Marks	Pass Marks
(40) MCQs	60 minutes	100 marks	60%

Teaching Aids and Resources:

Diploma in Supply Chain Management Coursebook
Old Question practice

Module Descriptor

IQN International Qualifications Network

Module/Unit:	Marketing

Objective:

This module aims to for the creation and delivery customer-driven strategies. By understanding the business world and what shapes the target market's attitudes, behavior and decisions, learner will have what it takes to successfully satisfy market needs. This intends to increase learners' knowledge and skills in marketing and sales management.

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

1. Understand the importance and functions of Marketing in organization.
2. Demonstrate competence in marketing
3. Learn the marketing process, customer focus, the marketing environment, buying behavior, market segmentation and positioning, product, distribution, promotion and services marketing

Know how to apply theories in real workplace.

Content:

1. Markets and Marketing
2. The Marketing Process : Strategy and Planning
3. Customer Focus
4. The Marketing Environment
5. Buying Behavior
6. Market Segmentation and Positioning
7. Product
8. Place
9. Pricing
10. Promotion
11. Services Marketing

Assessment:

Exam Type	Exam Duration	Total Marks	Pass Marks
(50) MCQs	60 minutes	100 marks	50%

Teaching Aids and Resources:

Diploma in Marketing Coursebook

Old Question practice

Module Descriptor

The Institute of Commercial Management

Module/Unit:	Single Subject Diploma in Human Resource Development 1

Objective:

To make a positive contribution to the work of a human resource management department

To increase and enhance employment opportunities within the human resource development industry.

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

1. Understand the importance and functions of human resource development in organization.
2. Understand and apply human resource theory in the working environment
3. Understand the importance of human resource development to the success of a business

Content:

1. Introduction to Human Resource Management
2. Strategic Human Resource Management
3. Human Resource in Context
4. Resourcing the Organization
5. Talent Management
6. Job Design
7. Recruitment and Selection
8. Equality and Diversity

Assessment:

(3) hrs Exam

Grading System (A,B,C,D,F)

Teaching Aids and Resources:

Human Resource Management by Julie Beardwell & Amanda Thompson

Old Question practice

Module Descriptor

The Institute of Commercial Management

Module/Unit:	Single Subject Diploma in Financial Management

Objective:

- Increase their employment opportunities.
- Prepare them for careers in the field of accountancy.
- Provide them with a qualification which will enable them to progress to supervisory positions at a later stage in their careers.

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

- Understand how to construct financial statements and how financial results are reported
- Understand management accounting and some of the techniques used
- Understand the nature of capital market

Content:

- The Construction of Financial Statements
- Using Accounting Information
- Management Accounting
- Sources of Business Finance
- Mergers and Takeovers
- Capital Market

Assessment:

(3) hrs Exam

Grading System (A,B,C,D,F)

Teaching Aids and Resources:

Finance & Accounting by **Richard Giles**

Old Question practice

Miba MYANMAR INTERNATIONAL BUSINESS ACADEMY

Myanmar International Business Academy (MIBA)

Module Descriptor

The Institute of Commercial Management

Module/Unit:	Single Subject Diploma in Business Management and Administration

Objective:

- **To introduce the concepts and practices of Business Management and Administration in a modern business**
- **To equip learners with knowledge and understanding of the management of marketing and human resources together with research and development function**
- .

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

- Understand the theory, practice, structure and characteristics of management and administration in an organization
- Understand the responsibilities of the administrative officer
- Understand the fundamental functions of an organization

Content:

- The Management Framework to Business Administration
- Characteristic Features of Organizations
- The Structure of Business Enterprises
- The Production Function
- The Purchasing Function
- The Research and Development Function
- The Marketing Function
- Personnel Department
- Office Administration
- Other Responsibilities of the Administrative Officer

Assessment:

(3) hrs exam

Grading System (A,B,C,D, F)

Teaching Aids and Resources:

Business Management and Administration by Graham Whitehall

Old Question practice

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Myanmar International Business Academy (MIBA)

Module Descriptor

The Institute of Commercial Management

Module/Unit:	Single Subject Diploma in Sales and Sales Management

Objective:

- To understand of the environment within which all businesses operate and the ways in which different organisations are structured
- To provide students with the knowledge and skills necessary to enable them to perform adequately in any single functional area of marketing.

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

Understand working knowledge of the principles and practice of selling and an understanding of its importance as part of the marketing mix

Understand the marketing concept and an appreciation of how the marketing function is organized.

Understand current practice and strategies in sales and sales management

Content:

- Development and Role of Selling in Marketing
- Sales Strategies
- Consumer and Organisational Buyer Behaviour
- Sales Responsibilities and Preparation
- Personal Selling Skills
- Key Account Management
- Relationship Selling
- Direct Marketing
- Internet and IT Applications in Selling and Sales Management
- Sales Settings
- International Selling
- Law and Ethical Issues
- Recruitment and Selection
- Motivation and Training
- Organisation and Compensation
- Sales Forecasting and Budgeting
- Salesforce Evaluation

Assessment:

(3) hrs Exam

Grading System (A,B,C,D,F)

Teaching Aids and Resources:

Selling and Sales Management by **David Jobber and Geoff Lancaster**

Old Question practice

Module Descriptor

The Institute of Commercial Management

Module/Unit:	Single Subject Diploma in Public Relationship

Objective:

- To Understand the importance of Communications to the development of a business
- To make a positive contribution to the work of Public Relations department
- To increase and enhance employment opportunities within the communications industry.

Intended Learning Outcome: *On completion of this module successful learner will be able to:*

Understand the concept of public relations and why organizations allocate part of their promotional budgets to it

Distinguish the difference between external and internal PR

Understand a PR situation analysis

Understand companies use different public relations tools in their advantage.

1.
2. **Content:**
3. Management and Organisation of Public Relations
4. Role of Public Relations Practitioners
5. Media Context of Contemporary Public Relations and Journalism
6. Public Relations and Democracy
7. Corporate Social Responsibility International Public Relations
8. Public Relations as Planned Communications
9. Public Relations Research and Evaluation
10. Audiences and Corporate Image
11. Ethics and Professionalism in Public Relations
12. Media Relations
13. Internal Communications
14. Issues and Crisis Management
15. Managing Community Involvement Programmes and Consumer Public Relations
16. Business-to-Business and Financial Public Relations
17. Integrated Marketing Communications and Sponsorship
18. Corporate Communications and Public Sector Communications
19. Campaigning Organisations and Pressure Groups

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MODULE SPECIFICATION PROFORMA

Module Title:	Integrated Communications	Level:	7	Credit Value:	20

Module code:	BUSI704	Is this a new module?	No	Code of module being replaced:	N/A

Cost Centre:	GAMP	JACS3 code:	N215

Trimester(s) in which to be offered:	1, 2	With effect from:	September 17

School:	Business	Module Leader:	Tracy Powell

Scheduled learning and teaching hours	33 hrs
Guided independent study	167 hrs
Placement	0 hrs
Module duration (total hours)	**200 hrs**

Programme(s) in which to be offered	Core	Option
MBus Business	✓	☐
MAccFin Accounting and Finance	✓	☐
MBA Business	✓	☐
MBA (Asset Management)		✓
MBA (International)		✓

Pre-requisites: None

Office use only
Initial approval August 16
APSC approval of modification (to include MBA suite) January 17 Version 2
Have any derogations received SQC approval? N/A

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MODULE SPECIFICATION PROFORMA

Module Aims
To develop the students' ability to apply effective communication planning and brand management concepts. To provide an insight into the contribution to organisational performance made by enhancing sustainable stakeholder relationships and delivering customer value.

Intended Learning Outcomes

Key skills for employability

KS1	Written, oral and media communication skills
KS2	Leadership, team working and networking skills
KS3	Opportunity, creativity and problem solving skills
KS4	Information technology skills and digital literacy
KS5	Information management skills
KS6	Research skills
KS7	Intercultural and sustainability skills
KS8	Career management skills
KS9	Learning to learn (managing personal and professional development, self-management)
KS10	Numeracy

	At the end of this module, students will be able to	Key Skills	
1	Present critical insights of the components of the marketing communications mix and brand management	KS1	KS6
		KS2	KS7
		KS3	
2	Design and evaluate an integrated marketing communications mix	KS1	KS4, KS5
		KS2	KS7 KS8
		KS3	KS9, KS10
3	Identify appropriate techniques and resources to build cross-functional relationships	KS1	KS5, KS6
		KS3	KS6, KS7
		KS4	KS8, KS9
4	Critically evaluate communications role in delivering value to a range of stakeholders	KS1, KS2	KS5, KS6
		KS3	KS7,KS8
		KS4	KS9, KS10

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MODULE SPECIFICATION PROFORMA

Derogations
None

Assessment:

Please give details of indicative assessment tasks below.

Assessment 1 Students will be tasked with carrying out a review of their chosen organisation's current approach to integrated communications received by a range of stakeholders in the form of a presentation.

Assessments 2 requests students to prepare an individual report based on the organisation investigated in Assessment 1 that focuses on the practical application of marketing communication tools and develop a marketing communications plan.

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)	Duration (if exam)	Word count (or equivalent if appropriate)
1	1, 4	Presentation	50%	20-mins	
2	2, 3	Report	50%		2,000

Learning and Teaching Strategies:
The learning and teaching strategy will consist of formal lectures to present theory, principles and practices which will form the foundation of the learning outcomes. Students will be encouraged to interact and contribute as a means of developing critical skills. Tutorials will be activity based using real world case studies and live examples to apply the theory into practice and develop their decision making and evaluating skills. In addition, students will be encouraged to undertake self-directed study and further research on selected topics to acquire additional perspectives which will provide them with a deeper understanding of the topics covered.

Syllabus outline:

Cross functional relationships
Communications management and responsibilities
Communication campaign plans
Customer media consumption
Branding and brand differentiation
Integrated marketing communication plans
Digital communications mix
Corporate identity and image

Bibliography:

Essential reading

Fill, C & Turnbull, S. (2016) Marketing Communications: discovery, creation and conversations, 7th Edn, Pearson Education, Harlow.

Other indicative reading

Clow, K. and Baack, D. (2015) Integrated Advertising, Promotion and Marketing Communications, 7th edition. Pearson Education, Harlow.

Egan, J. (2011) Relationship marketing: exploring relational strategies in marketing. 4th edition. FT/Prentice Hall, Harlow.

Smith, P.R. and Zook, Z. (2016) Marketing communications: Offline and Online Integration, Engagement and Analytics. 6th edition. Kogan Page, London.

Journals

Journal of Communication Management

Journal of Business Communication

Journal of Integrated Marketing communications

Websites:

Smart Insights: http://www.smartinsights.com/
Marketing Week: https://www.marketingweek.com/
Chartered Institute of Marketing : www.cim.co.uk
Chartered Institute of Public Relations: www.cipr.co.uk

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MODULE SPECIFICATION PROFORMA

Module Title:	Financial Insights and Business Intelligence	**Level:**	7	**Credit Value:**	20

Module code:	BUSI703	**Is this a new module?**	No	**Code of module being replaced:**	N/A

Cost Centre:	GAMP	**JACS3 code:**	N215

Trimester(s) in which to be offered:	1, 2	**With effect from:**	September 17

School:	Business	**Module Leader:**	Kelvin Leong

Scheduled learning and teaching hours	33 hrs
Guided independent study	167 hrs
Placement	0 hrs
Module duration (total hours)	200 hrs

Programme(s) in which to be offered	Core	Option
MAccFin Accounting and Finance	✓	☐
MBA Business	✓	☐
MBA (Asset Management)	✓	
NBA (International)	✓	

Pre-requisites: None

Office use only
Initial approval August 16
APSC approval of modification (to include MBA suite) January 17 Version 2
Have any derogations received SQC approval? N/A

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MODULE SPECIFICATION PROFORMA

Module Aims
To develop students' ability of gaining financial insights and business intelligence in which contributing to sustainable financial wellbeing of an organisation in competitive business environment.

Intended Learning Outcomes

Key skills for employability

KS1	Written, oral and media communication skills
KS2	Leadership, team working and networking skills
KS3	Opportunity, creativity and problem solving skills
KS4	Information technology skills and digital literacy
KS5	Information management skills
KS6	Research skills
KS7	Intercultural and sustainability skills
KS8	Career management skills
KS9	Learning to learn (managing personal and professional development, self-management)
KS10	Numeracy

	At the end of this module, students will be able to	Key Skills	
1	Present critical insights of the finance functions in an organisation.	KS1	KS6
		KS2	KS8
		KS3	KS9
2	Apply appropriate financial analysis and make recommendations on capital structures, business valuation and investment alternatives available to an organisation.	KS1	KS6
		KS2	KS7, KS8
		KS3	KS9, KS10
3	Identify appropriate techniques to gain financial insights and business intelligence in the big data age.	KS1	KS5
		KS3	KS6, KS8
		KS4	KS9, 10
4	Critically evaluate financial performance of an organisation.	KS1	KS5, KS6
		KS3	KS7,KS8
		KS4	KS9, KS10

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MODULE SPECIFICATION PROFORMA

Derogations
None

Assessment:
Please give details of indicative assessment tasks below.
Assessment 1 requests students to undertake a piece of research into relevant issues within corporate finance. Assessments 2 requests students to prepare an individual report that applies financial analysis to data sets and information sources. A key component of the assessment will be the interpretation and insight gained from conducting the analysis.

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)	Duration (if exam)	Word count (or equivalent if appropriate)
1	1, 2	Essay	50%		2,000
2	3, 4	Report	50%		2,000

Learning and Teaching Strategies:
According to the learning outcomes, lectures will allow concepts, theories and principles to be outlined. Tutorials and activity-based sessions will provide further use of real world business examples in applying relevant concepts, theories and principles into practice. In addition, students will be encouraged to undertake self-directed study and further research on selected topics to acquire additional perspectives which will provide them with a deeper understanding of the topics covered.

Syllabus outline:
The roles of finance function Capital Structure, Investment, financing and dividend policies, Cost of Capital, Valuation and asset pricing Investment appraisal techniques Artificial intelligence in financial applications Financial visualization Financial performance analysis

Bibliography:
Essential reading
Ross, S.A., Westerfield, R.W., Jeffrey, J., & Jordan, B.D. (2016), Corporate Finance, Mcgraw-Hill Education, 11th Edn, New York.
Other indicative reading
Atrill, P, (2014), Financial Management for Decision Makers, 7th Edition, Pearson Education, Harlow, United Kingdom. Gitman, L. J., & Zutter, C.J. (2014) Principles of Managerial Finance, 14th Edition, Pearson Education, Harlow **Journals** Journal of Finance Journal of Corporate Finance International Journal of Information Management Management Information Systems Quarterly **Websites:** SAS's Hadoop: http://www.sas.com/en_us/insights/big-data/hadoop.html Financial Times: http://www.ft.com/home/uk

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MODULE SPECIFICATION PROFORMA

Module Title:	Implementing Strategies	**Level:**	7	**Credit Value:**	20

Module code:	BUS7AR	**Is this a new module?**	Yes	**Code of module being replaced:**	N/A

Cost Centre:	GAMP	**JACS3 code:**	N211

Trimester(s) in which to be offered:	1, 2	**With effect from:**	September 2017

School:	Business	**Module Leader:**	Dr Jan Green

Scheduled learning and teaching hours	**33 hrs**
Guided independent study	**167 hrs**
Placement	**0 hrs**
Module duration (total hours)	**200 hrs**

Programme(s) in which to be offered	Core	Option
MBA	✓	☐
MBA (Asset Management)	✓	☐
MBA (International)	✓	☐

Pre-requisites
None

Office use only
Initial approval January 17
APSC approval of modification Enter date of approval Version 1
Have any derogations received SQC approval? N/A

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MODULE SPECIFICATION PROFORMA

Module Aims
To examine the various ways in which strategic thinking skills and supporting analytical techniques contribute to the longer-term priorities, performance and direction of an organization which encompasses and identifies the different programme routes.

Intended Learning Outcomes

Key skills for employability

KS1	Written, oral and media communication skills
KS2	Leadership, team working and networking skills
KS3	Opportunity, creativity and problem solving skills
KS4	Information technology skills and digital literacy
KS5	Information management skills
KS6	Research skills
KS7	Intercultural and sustainability skills
KS8	Career management skills
KS9	Learning to learn (managing personal and professional development, self-management)
KS10	Numeracy

	At the end of this module, students will be able to	Key Skills	
1	Critically review the concepts of strategy, strategic thinking and strategy as practice	KS1	
		KS5	
2	Critically evaluate the strategic context within which an organization is competing	KS6	
3	Provide a critical judgement of ways in which organizational resources and capabilities contribute to strategic performance	KS3	
4	Formulate a relevant strategy and justify the choices making a contribution to the overall strategy	KS1	KS5
		KS3	KS6

Transferable/key skills and other attributes
Strategic thinking – scanning, testing, questioning and conceptualizing. Decision-making, planning and implementation strategies.

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MODULE SPECIFICATION PROFORMA

Derogations
None

Assessment:

Assessment 1: will broadly replicate a board meeting, with a scenario of new appointments and two agenda items requiring a review of strategic thinking and the sectoral context dependent on the chosen programme route that is based on the development of a detailed strategic plan developed as a formative assessment
The planning and meeting will be a group task, however individual marks will be awarded, based on the level and effectiveness of overall contribution

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)	Duration (if exam)	Word count (or equivalent if appropriate)
1	1, 2, 3, 4	Oral Assessment	100%		3,500

Learning and Teaching Strategies:

Opportunities will be integrated into the modular session which enable students to learn through the use and analysis of information to reach informed decisions that are influential, effectively communicated to demonstrate a professional and independent approach with leadership acumen. Theoretical content will be delivered via lectures during which students will be expected to contribute views to develop a professional, performance-oriented mind-set using information as a basis for analysis. Contemporary examples will be used as examples to catalyse a theory into practice approach and reflect the individual routes selected by the students.

Syllabus outline:

Strategy: Theory & Practice – An Introduction
Strategy, Competitive Forces and Positioning
Strategy, Resources and Capabilities
Strategy and Innovation
Strategy: Make or Buy?
Strategy and Alliances
Strategy as Process
Strategy as Practice
The Futures of Strategic Management

Bibliography:
Essential reading
Clegg, S.R., Schweitzer, J., Whittle, A., and Pitelis, C. (2016) Strategy Theory and Practice, Sage Publications, London.
Other indicative reading
Dalton, C. (2016) Brilliant Strategy for Business, Pearson Education, Harlow Johnson, G., Whittington, R., Regner, P., Scholes, K., and Angwin, D. (2017) Exploring Strategy: Text and Cases, 11th Edn., Pearson Education, Harlow. Lampel, J.B., Mintzberg, H., Quinn, J.B. and Ghoshal, S. (2013), *The Strategy Process: Concepts, Contexts, Cases.* 5th ed. Harlow: Pearson. Journals: Journal of Management Development Management Decisions Strategic Direction Strategy and Leadership

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MODULE SPECIFICATION PROFORMA

Module Title:	Creative Change and Innovation	**Level:**	7	**Credit Value:**	20

Module code:	BUS7AQ	**Is this a new module?**	YES	**Code of module being replaced:**	N/A

Cost Centre:	GAMP	**JACS3 code:**	N214

Trimester(s) in which to be offered:	1, 2 & 3	**With effect from:**	September 17

School:	Business	**Module Leader:**	Dr Jan Green

Scheduled learning and teaching hours	33 hrs
Guided independent study	167 hrs
Placement	0 hrs
Module duration (total hours)	200 hrs

Programme(s) in which to be offered	Core	Option
MBA	☐	✓
MBA (International)	☐	✓
MBA (Asset Management)	☐	✓

Pre-requisites
None

Office use only
Initial approval January 17
APSC approval of modification Enter date of approval Version 1
Have any derogations received SQC approval? N/A

Module Aims
To provide a critical insight into the essential nature of change, innovation and creativity for organizational survival and growth To encourage recognition of the organizational tensions and performance fluctuations linked to the generation and application of change and new ideas that are prominent within the route being followed by the student.

Intended Learning Outcomes

Key skills for employability

KS1	Written, oral and media communication skills
KS2	Leadership, team working and networking skills
KS3	Opportunity, creativity and problem solving skills
KS4	Information technology skills and digital literacy
KS5	Information management skills
KS6	Research skills
KS7	Intercultural and sustainability skills
KS8	Career management skills
KS9	Learning to learn (managing personal and professional development, self-management)
KS10	Numeracy

	At the end of this module, students will be able to	Key Skills	
1	Critically evaluate the components of organizational change which encompass context, communication and responses	KS1	KS4
		KS2	KS5, KS6
		KS3	KS9
2	Select and apply theoretical approaches to planning organizational change	KS1	KS5
		KS3	KS6
		KS4	KS9
3	Contribute to the effective development of organizational creativity	KS1	KS4
		KS2	KS5, KS6
		KS3	KS9, KS10
4	Stimulate an innovative perspective within the workplace	KS1	KS5
		KS2	
		KS3	

Transferable/key skills and other attributes
Decision making

Derogations
None

Assessment:

Assessment 1: may involve a business/management scenario (or student's own organization which would clearly reflect the individual pathway chosen by the student) that would benefit from organizational change procedures to improve overall performance and effectiveness

Assessment 2: a presentation of individual/group ideas to demonstrate innovative ways in which disruption and creativity may enhance organizational culture, processes and outcomes, drawn from a perspective which endorses the programme pathway/s of the group.

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)	Duration (if exam)	Word count (or equivalent if appropriate)
1	1, 2	Case Study	50%		2500
2	3, 4	Presentation	50%	20 mins, 10 mins questions	

Learning and Teaching Strategies:

The teaching strategy provides opportunities for students to learn through the use and analysis of information to reach informed decisions that are influential, effectively communicated to demonstrate a professional and independent approach with leadership acumen. Examples from business practice and media reports, which illustrate all pathways, will be utilised to support theoretical learning and encourage both critical questioning, individual judgement and proposals for solutions in complex situations; with the intention of providing an environment for application, reflection and potential business outcomes.

Syllabus outline:

Landscapes of Change
The Processes of Change
People and Change
Change Management Models
Promoting New Ideas at Work
Enabling Creative Processes
Forms and levels of innovation
Disruptive Innovation

Bibliography:
Essential reading
Dawson, P. and Andriopoulos, C. (2017) Managing Change, Creativity & Innovation, 3rd Edn. Sage Publications, London.
Other indicative reading
Cawsey, T.F., Deszca, G., and Ingols, C. (2015) Organizational Change, 3rd Edn., Sage Publications, London. Fagerberg, J., Martin, B.R. and Anderson,E.S. (2013) Innovation Studies, Oxford University Press, Oxford. Harvard Business Essentials (2003) Managing Creativity and Innovation. Harvard Business School Press, Boston, MA. Henry, J. (2007) Creative Management and Development, 3rd Edn., Sage Publications, London. Hodges, J. and Gill, R. (2015) Sustaining Change in Organizations, Sage Publications, London Jabri. M. (2017) Managing Organizational Change: Process, Social Construction and Dialogue, 2nd Edn., Sage Publications, London. Maital, S., Seshadri, D.V.R. (2012) Innovation Management, Sage Publications. London. McCalman, J., Paton, R.A. and Siebert, S. (2015) Change Management, 4th Edn., Sage Publications, London. Journals: Development and Learning in Organizations European Journal of Innovation Management Facilities Journal of Accounting and Organizational Change Journal of Innovation Management Journal of Knowledge Management Journal of Management Development Journal of Organizational Change Management The Innovation Journal Website: www.christenseninstitute.org – disruptive innovation

Wrexham Glyndŵr University

MODULE SPECIFICATION PROFORMA

Module Title:	Evaluating Risk and Decisions	Level:	7	Credit Value:	20

Module code:	BUS7AO	Is this a new module?	Yes	Code of module being replaced:	

Cost Centre:	GAMP	JACS3 code:	N211

Trimester(s) in which to be offered:	1, 2	With effect from:	September 2017

School:	Business	Module Leader:	Dr Jan Green

Scheduled learning and teaching hours	33 hrs
Guided independent study	167 hrs
Placement	0 hrs
Module duration (total hours)	200 hrs

Programme(s) in which to be offered	Core	Option
MBA	☐	✓
MBA (Asset Management)	☐	✓

Pre-requisites
None

Office use only

Initial approval January 17

APSC approval of modification Version 1

Have any derogations received SQC approval? N/A

Module Aims
To examine, assess and critically review the types of risk faced by organisations and the strategies, methods and techniques available to mitigate and manage them. To consider approaches to recovery.

Intended Learning Outcomes

Key skills for employability

KS1	Written, oral and media communication skills
KS2	Leadership, team working and networking skills
KS3	Opportunity, creativity and problem solving skills
KS4	Information technology skills and digital literacy
KS5	Information management skills
KS6	Research skills
KS7	Intercultural and sustainability skills
KS8	Career management skills
KS9	Learning to learn (managing personal and professional development, self-management)
KS10	Numeracy

	At the end of this module, students will be able to	Key Skills	
1	Critically assess the types of risks within an organisational, national or global framework	KS1	
		KS5	
2	Critically evaluate options available for the effective management and mitigation of risk types within a strategic context	KS6	KS7
		KS6	
3	Critically review and evaluate how organisations, teams or other strategic groupings may implement risk management approaches	KS2	
		KS3	
4	Demonstrate the integration of theoretical models and application of practice to strategic and/or complex situations	KS1	KS5
		KS3	KS6

Transferable/key skills and other attributes
Modular learning will integrate key skills KS1, KS2, KS3, KS4, KS5, KS6, KS9

Derogations

None

Assessment:

Assessment 1: A scenario or case study outline provides the basis of a risk situation or organisational issue, from which a strategic risk overview is formed. This will require a critical review and assessment, based on further research, which will enable an individual approach to be adopted by the student which is of relevance to the elected specialism.

Assessment 2: Requires critical reflection of risk management approaches for individual's industry and organisations which reflect the nature of the specific route.

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)	Duration (if exam)	Word count (or equivalent if appropriate)
1	1, 2	Coursework	60%		2,500
2	3, 4	Reflective Practice	40%		2,000

Learning and Teaching Strategies:

Opportunities will be provided for students to learn through the use and analysis of information to reach informed decisions that are influential, effectively communicated to demonstrate a professional and independent approach with leadership acumen. Theoretical content will be delivered via lectures during which students will be expected to contribute views to develop a professional, performance-oriented mind-set using information as a basis for analysis. Contemporary examples will be used as examples to catalyse a theory into practice approach and embed differentiation between the programme routes.

Syllabus outline:

Identification and nature of risk types.
Enterprise Risk Management (ERM)
Evaluation and management of risk (including policy framework)
Security, legal and financial crime implications
Links to effective e-commerce and the implications of cyber issues
Effective risk management tools, structures and governance
Operational risk
Internal theft and security
Resilience
Recovery from business failure
Planning, supporting and evaluating individual, team and organisational development with ERM
Risk culture, education and training

Bibliography:
Essential reading
Hopkin, P. (2014). Fundamentals of Risk Management. 3rd Edition. Institute of Risk Management. 2014.
Other indicative reading
Leflar, J.J and Siegel, M.H (2013). Organizational Resilience. CRC Press. Newsome, B (2013). Security and Risk Management. Sage Publications, London. Wright, L. (2017). People, Risk and Security. Palgrave MacMillan, Basingstoke. Journals: Institute of Operational Risk Newsletter Journal of Management Development Management Decisions

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MODULE SPECIFICATION PROFORMA

Module Title:	Contemporary Leadership Themes	**Level:**	7	**Credit Value:**	20

Module code:	BUS7AN	**Is this a new module?**	YES	**Code of module being replaced:**	N/A

Cost Centre:	GAMP	**JACS3 code:**	N210

Trimester(s) in which to be offered:	1, 2 & 3	**With effect from:**	September 17

School:	Business	**Module Leader:**	Karen Hynes

Scheduled learning and teaching hours	33 hrs
Guided independent study	167 hrs
Placement	0 hrs
Module duration (total hours)	200 hrs

Programme(s) in which to be offered	Core	Option
MBA	✓	☐
MBA (International)	✓	☐
MBA (Asset Management)	☐	✓

Pre-requisites
None

Office use only
Initial approval January 17
APSC approval of modification Enter date of approval   Version 1
Have any derogations received SQC approval?   N/A

Module Aims
1. To develop a critical awareness of leadership theories, models and research and its relationship to other critical organisational behaviour concepts (such as groups, culture. motivation, learning, attitudes etc.) 2. To enable students to critically evaluate the usefulness of leadership, followership and related organisational behaviour concepts and apply them with discernment in an organisational context 3. To encourage students to reflect on their own leadership propensities and develop insights to enhance their leadership and followership skills within the context of contemporary organisational settings

Intended Learning Outcomes

Key skills for employability

KS1	Written, oral and media communication skills
KS2	Leadership, team working and networking skills
KS3	Opportunity, creativity and problem solving skills
KS4	Information technology skills and digital literacy
KS5	Information management skills
KS6	Research skills
KS7	Intercultural and sustainability skills
KS8	Career management skills
KS9	Learning to learn (managing personal and professional development, self-management)
KS10	Numeracy

At the end of this module, students will be able to		Key Skills	
1	Conceptualise the role of leadership practices, from different theoretical perspectives, which enhance the performance of a contemporary organization	KS1	KS4
		KS5	KS6
		KS8	
2	Propose suitable leadership solutions to achieve results within a complex organizational setting and provide a supporting rationale.	KS1	KS3
		KS6	KS9
		KS4	
3	Critically analyse a range of tools which enable leaders to reflect on their own leadership styles and preferences		KS10
		KS2	KS7
		KS8	KS9
4	Synthesize appropriate leadership styles which are most relevant to a variety of organizational contexts.	KS5	KS6
		KS7	
		KS8	

Transferable/key skills and other attributes

Adaptive and situational leadership, followership, reflective practice, analytical techniques to provide solutions

Derogations

None

Assessment:

Assessment 1: Case study focussing on the analysis of leadership styles linked to organisational size, sector, strategy and culture that is operating within the context of the programme route chosen by the student.

Assessment 2: A reflective individual presentation which demonstrates analysis of a variety of tools and their efficacy in helping leaders improve their practice within the parameters of the programme route chosen by the student.

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)	Duration (if exam)	Word count (or equivalent if appropriate)
1	1, 2	Case Study	50%		2000
2	3, 4	Presentation	50%	20 mins	1000

Learning and Teaching Strategies:

Opportunities from the students chosen programme route will the utilised, enabling students to learn through the use and analysis of information to reach informed decisions that are influential, effectively communicated to demonstrate a professional and independent approach with leadership acumen. The modular strategy will be a blend of theoretical lectures, practical tutorials and case study analysis/application to encourage active participation throughout.

Syllabus outline:

Analysis of a variety of contemporary definitions of leadership
Investigation of current self-analysis tools and guidance for leaders
Signposting to wider leadership tools and techniques
Comparison and evaluation of the efficacy of these tools and their applicability in a wide range of situations and organisational cultures

Bibliography:
Essential reading
Northhouse, P.G. (2015) Leadership 7th Edn., Sage Publications, London
Other indicative reading
Dhman, S. (2017) Holistic Leadership, Palgrave Macmillian, Basingstoke Iszatt-White and Saunders, C. (2014) Leadership, 2nd Edn., Oxford University Press, Oxford Kucia, J., and Gravett, L. (2014) Leadership in Balance, Palgrave Macmillan, Basingstoke. Journals: Journal of Leadership Studies Websites Chartered Management Institute www.managers.org.uk Institute of Directors www.iod.com Chartered Institute of personnel and Development CIPD.co.uk

Inferential statistical analysis Use and application of analytical tools using relevant software packages Research ethics Structure and content of the dissertations The research plan The role of the supervisor

Bibliography:

Essential reading

Masters Dissertation Handbook (2017/18) Glyndwr University

Binsardi, B. and Green, J. (2012) Research Methods for Management, *Pedagogic Teaching Series*, Vol. 2, Northwest Academic Publications, London.

Gray, D (2016) Doing Research in the Business World, Sage Publications, London

Saunders, M.N.K., Lewis, P., and Thornhill, A. (2015) Research Methods for Business Students, 7th Edn., Pearson Education, Harlow.

Other indicative reading

Adams, J., Khan, H.T.A., Raeside, R. (2014) Research Methods for Business and Social Science Students, 2nd. Edn., Sage Publications, London
Bryman, A., and Bell, E. (2015) Business Research Methods, 4th Edn., Oxford University Press, Oxford.
Easterby-Smith, M., Thorpe, R., and Jackson, P.R. (2015) Management and Business Research, 5th Edn., Sage Publications, London.
Flick, U., (2015) Introducing Research Methodology, 2nd Edn., Sage Publications, London.
Myers, M.D. (2013) Qualitative Research in Business and Management, 2nd Edn., Sage Publications, London.
O'Leary, Z. and Hunt, J.S. (2016) Workplace Research, Sage Publications, London.
O'Leary, S. (2017) The Essential Guide to Doing Your Research Project, Sage Publications, London.
Punch, K.F., (2016) Developing Effective Research Proposals, 3rd Edn., Sage Publications, London.
Smith, M. (2014) Research Methods in Accounting, Sage Publications, London.
Wilson, J. (2014) Essentials of Business Research, 2nd Edn., Sage Publications, London.

Journals:

Journal of Mixed Methods Research
Organizational Research Methods
Qualitative Inquiry
Qualitative Research

Wrexham Glyndŵr University

MODULE SPECIFICATION PROFORMA

Module Title:	Research Methods and Dissertation	**Level:**	7	**Credit Value:**	60

Module code:	BUS7AM	**Is this a new module?** YES		**Code of module being replaced:**	N/A

Cost Centre:	GAMP	**JACS3 code:**	N210

Trimester(s) in which to be offered:	1, 2 & 3	**With effect from:**	September 17

School:	Business	**Module Leader:**	Dr Jan Green

Scheduled learning and teaching hours	60 hrs
Guided independent study	540 hrs
Placement	0 hrs
Module duration (total hours)	600 hrs

Programme(s) in which to be offered	Core	Option
MBA	✓	☐
MBA (International)	✓	☐
MBA (Asset Management)	✓	☐

Pre-requisites
Completion of taught modules

Office use only
Initial approval January 17
APSC approval of modification Enter date of approval — Version 1
Have any derogations received SQC approval? — N/A

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MODULE SPECIFICATION PROFORMA

Module Aims
To examine the purpose and methods involved when undertaking academic research to resolve a business/management problem through the design of a research framework and structured proposal which is centred upon a contemporary issue related to selected programme pathway being followed by the individual student. To develop a critical appreciation of the philosophical, practical and ethical concepts of research within the context of the business and management environment of the selected programme route. To gain knowledge of software packages available to analyse data. To provide guidance and supervision through the dissertation process, in a systematic manner, which leads to independent study, conceptual thinking and problem-solving abilities in order to reach conclusion of relevance to business and management practitioners. To demonstrate the dissertation format and required chapter sequence.

Intended Learning Outcomes

Key skills for employability

KS1	Written, oral and media communication skills
KS2	Leadership, team working and networking skills
KS3	Opportunity, creativity and problem solving skills
KS4	Information technology skills and digital literacy
KS5	Information management skills
KS6	Research skills
KS7	Intercultural and sustainability skills
KS8	Career management skills
KS9	Learning to learn (managing personal and professional development, self-management)
KS10	Numeracy

At the end of this module, students will be able to		Key Skills	
1	Design a research framework, select relevant research methodologies and identify a philosophical stance	KS1	KS4
		KS2	KS5, KS6
		KS3	KS9
2	Critically review published academic literature relating to the broad subject areas of business and management	KS1	KS5
		KS3	KS6
		KS4	KS9
3	Formulate a viable research question with a supporting aim and objectives that demonstrates rigour and is ethically sound	KS1	KS4
		KS2	KS5, KS6
		KS3	KS9, KS10

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MODULE SPECIFICATION PROFORMA

4	Analyse empirical data in a critical manner and present emergent conclusions through the medium of a structured dissertation that demonstrates the ability to complete an extended piece of independent research	KS1	KS5
		KS2	
		KS3	
5	Synthesise findings and propose recommendations of relevance to practitioners and academics	KS1, KS3	KS4, KS5, KS6

Derogations
None

Assessment:
Assessment 1: Research proposal which incorporates a relevant, according to the programme route being pursued, research question, objectives, an initial insight into the supporting literature and proposed methodology which is extended and expanded into a structured dissertation in subsequent chapters in line with the guidance provided in dissertation handbook to produce a work of depth, substance and relevance to practitioners.

Assessment number	Learning Outcomes to be met	Type of assessment	Weighting (%)	Duration (if exam)	Word count (or equivalent if appropriate)
1	1, 2, 3 ,4, 5	Research Proposal / Dissertation	100%		18000

Learning and Teaching Strategies:
Students will be encouraged and supported to learn through the use and analysis of information to reach informed decisions that are influential, effectively communicated to demonstrate a professional and independent approach with leadership acumen of relevance to the elected programme route. Formal delivery of theory related to research concepts and theory via a series of lectures. Discussion to explore and question the links between theory and practice. Evaluation of strategic business/management problems, drawn from developments related to the programme route chosen by the individual student to provide a foundation for specialist research proposals that reflect the individual future direction of the student. Practical computing exercises using software packages, of individual relevance, to enable students to experience and work with various analytical techniques. An active learning environment will be developed to progress proposals prior to individual supervision at the dissertation stage.

Syllabus outline:
The research question and hypotheses, justification, aim and objectives Research design and framework The research proposal as a distinct framework and foundation for the dissertation Research methodology, concepts and definitions Inductive and deductive concepts Qualitative and quantitative methods

Group Award Specification for:

GM97 47	**SQA Advanced Certificate in Civil Engineering**
GM95 48	**SQA Advanced Diploma in Civil Engineering**

Date of publication: August 2017

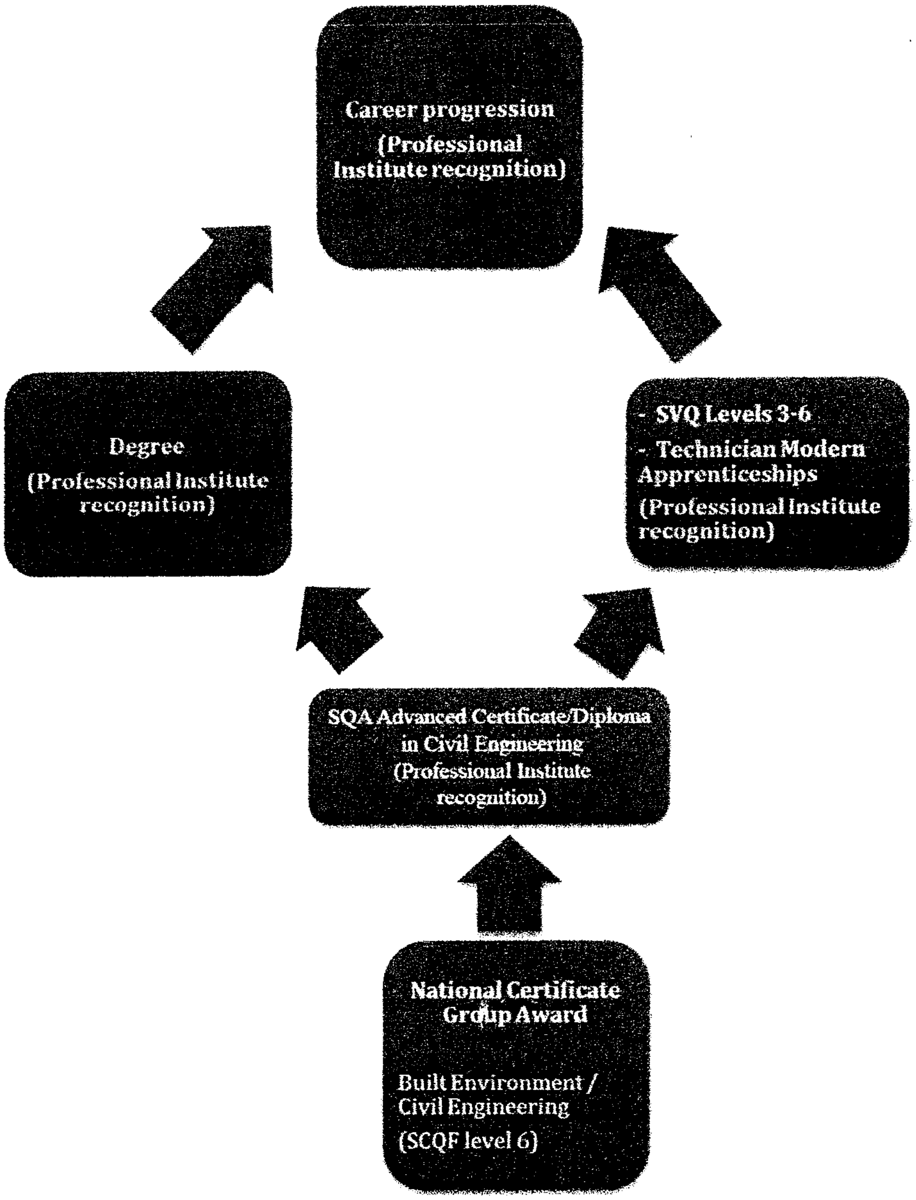
Version: 01

Contents

1 Introduction

This is the Arrangements Document for the Group Award(s) in SQA Advanced Certificate in Civil Engineering and SQA Advanced Diploma in Civil Engineering. This document includes background information on the Group Award, its aims, details of the Group Award structure, and guidance on delivery.

Progression opportunities exist as below:



2 Qualifications structure

2.1 SQA Advanced Certificate in Civil Engineering

4 Code	2 Code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (9 credits required)					
HR5D	48	Geotechnics A	1	8	8
HR5P	47	Civil Engineering Contract and Project Management A	1	8	7
HR50	47	Civil Engineering Materials and Testing	1	8	7
HR53	47	Civil Engineering Specialisms	1	8	7
HR48	47	Construction Site Surveying A	1	8	7
HT87	47	Construction Technology: Substructure	1	8	7
HR4N	46	Mathematics for Construction	1	8	6
HR3V	47	Structural Mechanics	1	8	7
HR5W	47	SQA Advanced Certificate in Civil Engineering: Graded Unit 1	1	8	7
Optional Units (3 credits required)					
HR52	47	CAD for Civil Engineering	1	8	7
HR5C	47	Civil Engineering: Fluid Mechanics	1	8	8
HR51	48	Civil Engineering Technology	1	8	8
HR4Y	48	Computer Applications for Civil Engineering	1	8	8
HR59	47	Construction Site Surveying B	1	8	7
HR4X	47	Construction Technical Communication Skills	1	8	7
HR5F	48	Highway Engineering	1	8	8
HR5R	47	Mathematics for Civil Engineering	1	8	7
HR5L	48	Public Health Engineering	1	8	8
HR4W	47	Railway Civil Engineering: An Introduction	1	8	7
HR5H	48	Traffic Engineering	1	8	8
HR5K	48	Water Supply Engineering	1	8	8
HR3L	47	CAD: 2D I	1	8	7

This Group Award is made up of 12 SQA Unit credits.

It comprises 96 SCQF credit points.

8 are at SCQF level 6, 56 are at SCQF level 7 and 8 are at SCQF level 8 in the mandatory section.

A further 24 SCQF credit points are required to be achieved from the selection of Units at SCQF level 7 and level 8 in the optional section.

2.2 SQA Advanced Diploma in Civil Engineering

4 Code	2 Code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (24 credits required)					
HR5P	47	Civil Engineering Contract and Project Management A	1	8	7
HR6J	48	Civil Engineering Contract and Project Management B	1	8	8
HR5C	48	Civil Engineering Fluid Mechanics	1	8	8
HR50	47	Civil Engineering Material and Testing	1	8	7
HR53	47	Civil Engineering Specialisms	1	8	7
HR51	48	Civil Engineering Technology	1	8	8
HR4Y	48	Computer Applications for Civil Engineering	1	8	8
HR48	47	Construction Site Surveying A	1	8	7
HR59	47	Construction Site Surveying B	1	8	7
HR4X	47	Construction Technical Communication Skills	1	8	7
HT87	47	Construction Technology: Substructure	1	8	7
HR5D	48	Geotechnics A	1	8	8
HR3W	47	Health and Safety in Construction	1	8	7
HR4N	46	Mathematics for Construction	1	8	6
HR5R	47	Mathematics for Civil Engineering	1	8	7
HR6F	48	Reinforced Concrete Design and Detailing	1	8	8
HR6E	47	Structural Analysis A: Statically Determinate Structures	1	8	7
HR6C	48	Structural Analysis B: Statically Determinate and Indeterminate Structures	1	8	8
HR3V	47	Structural Mechanics	1	8	7
HR67	47	Structural Steel Design and Detailing	1	8	8
HR6A	48	Geotechnics B	1	8	8
HR5W	47	Civil Engineering: Graded Unit 1	1	8	7
HR6N	48	Civil Engineering: Graded Unit 2	2	16	8
Optional Units (6 credits required)					
HR5Y	48	Construction Site Surveying C	1	8	8
HR5F	48	Highway Engineering	1	8	8
HP6M	47	Personal Development Planning	1	8	7
HR5L	48	Public Health Engineering	1	8	8
HR4W	47	Railway Civil Engineering: An Introduction	1	8	7
HR62	48	Railway Permanent Way Engineering	1	8	8
HR61	48	Railway Permanent Way Engineering: Computer Design	1	8	8
HR65	48	Structural Masonry Design and Detailing	1	8	8
HR68	48	Structural Timber Design and Detailing	1	8	8
HR5H	48	Traffic Engineering	1	8	8
HR5K	48	Water Supply Engineering	1	8	8
HR3L	47	CAD: 2D I	1	8	7
HR52	47	CAD for Civil Engineering	1	8	7
HR6L	48	Applied Mathematics for Civil Engineering	1	8	8

SQA Advanced Certificate and Diploma

This Group Award is made up of 30 SQA Unit credits.

It comprises 240 SCQF credit points.

8 are at SCQF level 6 and 96 are at SCQF level 7 and 88 at SCQF level 8 in the mandatory section.

A further 48 SCQF credit points are required to be achieved from the selection of Units at SCQF level 7 and level 8 in the optional section.

3 Aims of the Qualifications

General aims — to develop:

- skills of study, research and analysis
- ability to define and solve problems
- transferable skills
- ability to be flexible and work co-operatively with others
- responsibility for own learning
- planning, organisational and review/evaluation skills
- technical skills — broadening and deepening
- oral, written and pictorial communication skills
- numerical and ICT skills
- resource management ability
- flexibility, knowledge, skills and motivation as a basis for progression to graduate and postgraduate studies

SQA Advanced Certificate Target learner group

The SQA Advanced Certificate programme is suitable for a wide range of learners including:

- school leavers
- learners progressing from a lower level award in construction or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects
- Modern Apprentices

SQA Advanced Diploma Target learner group

The SQA Advanced Diploma programme is suitable for a wide range of learners including:

- school leavers
- learners progressing from an SQA Advanced Certificate in Civil Engineering or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects

3.1 Aims of SQA Advanced Certificate in Civil Engineering

Aims are to:

1 Prepare learners for employment as engineering technicians in the civil engineering industry with a range of employers who design, manage, maintain or adapt infrastructure elements such as bridges, railways, roads, water and sewerage installations including consulting civil engineers, civil engineering contractors and the owners/managers of infrastructure components.
2 Provide learners with a range of contemporary vocational skills utilising modern equipment and techniques available for basic design procedures, surveying and material testing, thus enabling learners to make an immediate contribution in their role as engineer technicians.
3 Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment in civil engineering, or progression via an SQA Advanced Diploma in Civil Engineering.
4 Enable learners to achieve EngTech professional body recognition by the Institute of Civil Engineers.
5 Provide learners with a range of skills to support learning in the SVQ 3 and SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.

3.2 SQA Advanced Diploma in Civil Engineering

Aims are to:

6 Prepare learners for employment as senior engineering technicians in the civil engineering industry with a range of employers who design, manage, maintain or adapt infrastructure elements such as bridges, railways, roads, water and sewerage installations including consulting civil engineers, civil engineering contractors and the owners/managers of infrastructure components.
7 Provide learners with a range of contemporary vocational skills utilising modern equipment and techniques available for design procedures, surveying and material testing, thus enabling learners to make an immediate contribution in their role as engineer technician.
8 Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment in civil engineering, or progression to higher education Civil Engineering institutes.
9 Enable learners to achieve appropriate professional body recognition, in particular but not exclusively, the Institute of Civil Engineers.
10 Provide learners with a range of skills to support learning in the SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.

The Civil Engineering Graded Units integrate several elements from the constituent Units in each framework to provide a coherent, coordinated and relevant case study which will encourage the learners to demonstrate the extent of their knowledge and understanding of the subject area.

3.3 Graded Units

There are two Graded Units in the Frameworks:

Civil Engineering: Graded Unit 1 — 1 credit Unit of 8 points at SCQF level 7
Civil Engineering: Graded Unit 2 — 2 credit Unit of 16 points at SCQF level 8

The Graded Units are designed to test knowledge and skills across the Units of the award in the context of a typical work related activity.

Where learners are progressing from SQA Advanced Certificate to SQA Advanced Diploma the *SQA Advanced Diploma Graded Unit 2* might be an extension, in depth or breadth, of the *SQA Advanced Certificate Graded Unit 1*.

The Graded Unit is designed as a project-based case study. The structure and tasks are drawn from the constituent mandatory Units in the Group Award and are designed to assess the learner's ability to retain and integrate the knowledge and skills gained in the study of the award.

The subject and design of the case study reflect actual industry practice therefore offering the learner valuable, relevant and realistic experience which is transferrable to both employment and educational situations.

In addition, the case study will allow the learner to develop a variety of supplementary skills and attributes which enhance life skills and the educational experience. Such skills tied to enterprise, employability, sustainable development and citizenship are deemed essential to success in learning, life and work.

4 Recommended entry to the qualifications

Access to SQA Advanced Certificate Qualifications

SQA Advanced programmes are intended primarily for people who are in, or plan to enter employment. Learners who enter with at least one of the following qualifications are likely to benefit more readily from the programme:

- an NC or SQA Advanced Certificate in a related discipline
- at least one Higher level pass, with appropriate supporting passes at Standard Grade Credit/National level 5 in appropriate subjects, which should include science and/or technology
- an SVQ in Construction or a related discipline
- those with other entry qualifications who demonstrate a realistic chance of success
- a craft qualification combined with appropriate further study, prior to, or in parallel with, the SQA Advanced Certificate programme

Access to SQA Advanced Diploma Qualifications

SQA Advanced programmes are intended primarily for people who are in, or plan to enter employment. Learners who enter with at least one of the following qualifications are likely to benefit more readily from the programme:

- an SQA Advanced Certificate in Civil Engineering or related discipline
- at least one Higher level pass, with appropriate supporting passes at Standard Grade Credit/National level 5 in appropriate subjects, which should include mathematics and science and/or technology
- an SVQ in Construction or a related discipline
- those with other entry qualifications who demonstrate a realistic chance of success

Work Experience

Mature learners with suitable relevant work experience may be accepted for entry, or advanced entry; provided the enrolling centre believes that the learner is likely to benefit from undertaking the awards. Centres may wish to use Core Skills profiling to assist them in this.

4.1 Core Skills entry profile

Applied problem solving, including creative thinking and on-going evaluation of proposed and actual design solutions are essential elements in Civil Engineering. There are also ample opportunities within the award to develop key numerical and graphical competencies in the context of applied knowledge and skills. The focus in the award on technology as a current industry tool in the design process ensures sound competence and understanding of its applications and uses. Access to technology, with appropriate support systems, is available at all centres for reference, research and the production and presentation of accurate written and graphic materials. As learners undertake the award, formative activities will replicate group problem solving approaches using the communication techniques required in the industry today.

Awareness and development of Core Skills is also incorporated into the award by the fact that learners, supported by assessors, have to take responsibility for their own learning programmes and produce and present a project.

The Qualifications Design Team has agreed, therefore, that the delivery of mandatory and optional Units should provide many opportunities for tailoring relevant elements of the Core Skills to the specific demands of the vocational area.

Core Skill	Recommended SCQF entry profile	Associated assessment activities
Communication	Int 2 (5)	Research, analysis, report preparation and presentation.
Numeracy	Int 1 (4)	Numerical and graphical exploration and presentation of elements of design, surveying and measurement.
Information and Communication Technology (ICT)	Int 2 (5)	Accessing information for base research purposes. Assimilation and analysis of research information. Creation of graphical and narrative materials for presentation purposes.
Problem Solving	Int 2 (5)	Critical thinking, planning and organisation, review and evaluation are fundamental to all elements of these qualifications.
Working with Others	Int 1 (4)	Co-operatively, as part of a team in practical situations.

5 Additional benefits of the qualification in meeting employer needs

Study of each of these Qualifications will allow the learner to develop a variety of supplementary skills and attributes which enhance life skills and the educational experience. Such skills tied to enterprise, employability, sustainable development and citizenship are deemed essential to success in learning, life and work. They should be nurtured wherever possible. The wide range of work to be completed within the Qualifications will provide the learner with opportunity to reflect upon collateral soft skills found, for example, in career development, developing self-confidence, team working, inter-dependence, problem solving, understanding rights and responsibilities, etc.

5.1 Mapping of qualification aims to Units

Code	Unit title	Aims									
		1	2	3	4	5	6	7	8	9	10
HR5P 47	Civil Engineering Contract and Project Management A	X	X		X	X	X	X		X	X
HR6J 48	Civil Engineering Contract and Project Management B	X	X		X	X	X	X		X	X
HR5C 48	Civil Engineering Fluid Mechanics	X	X	X	X	X	X	X		X	X
HR5W 47	Civil Engineering: Graded Unit 1	X	X			X	X	X		X	X
HR6N 48	Civil Engineering: Graded Unit 2	X	X			X	X	X		X	X
HR50 47	Civil Engineering Materials and Testing	X	X		X	X	X	X		X	X
HR53 47	Civil Engineering Specialisms	X	X		X	X	X	X		X	X
HR51 48	Civil Engineering Technology	X	X	X	X	X	X	X		X	X
HR4Y 48	Computer Applications for Civil Engineering	X	X	X	X	X	X	X		X	X
HR48 47	Construction Site Surveying A	X	X		X	X	X	X		X	X
HR59 47	Construction Site Surveying B	X	X	X	X	X	X	X		X	X
HR4X 47	Construction Technical Communication Skills	X	X	X	X	X	X	X		X	X
HT87 47	Construction Technology: Substructure	X	X		X	X	X	X		X	X
HR5D 48	Geotechnics A	X	X		X	X	X	X		X	X
HR3W 47	Health and Safety in Construction	X	X		X	X	X	X		X	X
HR4N 46	Mathematics for Construction	X	X		X	X	X	X		X	X
HR5R 47	Mathematics for Civil Engineering	X	X	X	X	X	X	X		X	X
HR6F 48	Reinforced Concrete Design and Detailing	X	X		X	X	X	X		X	X
HR6E 47	Structural Analysis A: Statically Determinate Structures	X	X			X	X	X		X	X
HR6C 48	Structural Analysis B: Statically Determinate and Indeterminate Structures	X	X			X	X	X		X	X

SQA Advanced Certificate and Diploma

Code	Unit title	Aims									
		1	2	3	4	5	6	7	8	9	10
HR3V 47	Structural Mechanics	X	X			X	X	X		X	X
HR67 48	Structural Steel Design and Detailing	X	X			X	X	X		X	X
HR6A 48	Geotechnics B	X	X			X	X	X		X	X
HR5Y 48	Construction Site Surveying C	X	X			X	X	X	X	X	X
HR5F 48	Highway Engineering	X	X	X	X	X	X	X	X	X	X
HP6M 47	Personal Development Planning	X	X			X	X	X	X	X	X
HR5L 48	Public Health Engineering	X	X	X	X	X	X	X	X	X	X
HR4W 47	Railway Civil Engineering: An Introduction	X	X	X	X	X	X	X	X	X	X
HR62 48	Railway Permanent Way Engineering	X	X			X	X	X	X	X	X
HR61 48	Railway Permanent Way Engineering: Computer Design	X	X			X	X	X	X	X	X
HR65 48	Structural Masonry Design and Detailing	X	X			X	X	X	X	X	X
HR68 48	Structural Timber Design and Detailing	X	X			X	X	X	X	X	X
HR5H 48	Traffic Engineering	X	X	X	X	X	X	X	X	X	X
HR5K 48	Water Supply Engineering	X	X	X	X	X	X	X	X	X	X
HR3L 47	CAD: 2D I	X	X	X	X	X	X	X	X	X	X
HR52 47	CAD for Civil Engineering	X	X			X	X	X	X	X	X
HR6L 48	Applied Mathematics for Civil Engineering	X	X			X	X	X	X	X	X

5.2 Mapping of National Occupational Standards (NOS) and/or trade body standards

Qualification title and code	Scottish Vocational Qualifications incorporating National Occupational Standards	
SQA Advanced Certificate in Civil Engineering	GJ1C 23	SVQ 3 Construction Site Supervision (Construction): Building and Civil Engineering
	GC2A 23	SVQ 3 Construction Contracting Operations: Estimating
	GJ1D 23	SVQ 3 Construction Site Supervision (Construction): Highways Maintenance and Repair
	GC2F 23	SVQ 3 Construction Site Supervision: Residential Development
	GC29 23	SVQ 3 Construction Contracting Operations: Buying
	GC2E 23	SVQ 3 Construction Contracting Operations: Surveying
	G95L 23	SVQ 3 Construction Contracting Operations: Site Technical Support
	GC2D 23	SVQ 3 Construction Contracting Operations: Planning
	GC2C 23	SVQ 3 Construction Contracting Operations: General
	GJ18 23	SVQ 3 Built Environment Design
	GF5N 23	SVQ 3 Occupational Work Supervision (Construction)
	GC70 23	SVQ 4 Controlling Lifting Operations: Planning Lifts (Construction)
	GC71 23	SVQ 3 Controlling Lifting Operations: Supervising Lifts (Construction)

Qualification title and code	Scottish Vocational Qualifications incorporating National Occupational Standards	
SQA Advanced Certificate in Civil Engineering SQA Advanced Diploma in Civil Engineering	GC4J 24	SVQ 4 Built Environment Design
	GC4K 24	SVQ 4 Construction Contracting Operations: Buying
	GC4L 24	SVQ 4 Construction Contracting Operations: Estimating
	GC4M 24	SVQ 4 Construction Contracting Operations: General
	GC4N 24	SVQ 4 Construction Contracting Operations: Planning
	GC4P 24	SVQ 4 Construction Contracting Operations: Surveying
	GJ19 24	SVQ 4 Construction Site Management (Construction): Building and Civil Engineering
	GJ1A 24	SVQ 4 Construction Site Management (Construction): Highways Maintenance and Repair
	GH0K 24	SVQ 4 Controlling Lifting Operations: Planning Lifts (Construction)
	GC2G 24	SVQ 4 Construction Site Management: Residential Development

Each Scottish Vocational Qualification (SVQ) identified in the above table contains a range of National Occupational Standards (NOS) that are specific to the discipline/ vocational area to which the SVQ applies. In turn, the SQA Advanced Certificate and Diploma Qualifications supply the broad-based underpinning knowledge for each SVQ and relate directly to the constituent National Occupational Standards.

5.3 Mapping of Core Skills development opportunities across the qualifications

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HR5P 47	Civil Engineering Contract and Project Management A	X		X				X	X	X		
HR6J 48	Civil Engineering Contract and Project Management B	X		X	X	X		X	X	X		
HR5C 48	Civil Engineering Fluid Mechanics	X		X	X		X	X				
HR5W 47	Civil Engineering: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X
HR6N 48	Civil Engineering: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X
HR50 47	Civil Engineering Materials and Testing	X		X	X			X		X		
HR53 47	Civil Engineering Specialisms	X		X	X			X	X	X	X	
HR51 48	Civil Engineering Technology	X			X			X		X		
HR4Y 48	Computer Applications for Civil Engineering	X		X	X	X		X	X	X	X	
HR48 47	Construction Site Surveying A	X		X	X	X	X	X			X	
HR59 47	Construction Site Surveying B			X	X	X		X	X		X	
HR4X 47	Construction Technical Communication Skills	X				X						
HT87 47	Construction Technology: Substructure	X						X				
HR5D 48	Geotechnics A	X		X	X						X	
HR3W 47	Health and Safety in Construction							X	X			
HR4N 46	Mathematics for Construction			X	X	X		X				
HR5R 47	Mathematics for Civil Engineering			X	X		X	X				
HR6F 48	Reinforced Concrete Design and Detailing	X		X	X		X	X				
HR6E 47	Structural Analysis A: Statically Determinate Structures			X			X					

SQA Advanced Certificate and Diploma

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HR6C 48	Structural Analysis B: Statically Determinate and Indeterminate Structures			X			X					
HR3V 47	Structural Mechanics			X								
HR67 48	Structural Steel Design and Detailing			X								
HR6A 48	Geotechnics B			X	X		X					
HR5Y 48	Construction Site Surveying C	X	X	X	X	X	X	X	X	X	X	X
HR5F 48	Highway Engineering			X	X			X	X	X		
HP6M 47	Personal Development Planning						X		X	X		
HR5L 48	Public Health Engineering			X	X			X				
HR4W 47	Railway Civil Engineering: An Introduction	X	X	X	X			X	X	X		
HR62 48	Railway Permanent Way Engineering	X		X	X	X		X	X	X		
HR61 48	Railway Permanent Way Engineering: Computer Design			X	X	X		X	X	X		
HR65 48	Structural Masonry Design and Detailing			X	X	X						
HR68 48	Structural Timber Design and Detailing			X	X							
HR5H 48	Traffic Engineering			X	X	X		X				
HR5K 48	Water Supply Engineering			X	X			X				
HR3L 47	CAD: 2D I						X					
HR52 47	CAD for Civil Engineering						X					
HR6L 48	Applied Mathematics for Civil Engineering			X	X							

5.4 Assessment Strategy for the qualifications

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Civil Engineering Contract and Project Management A	Assessment may be carried out by combining two or more Outcomes together or all Outcomes in one holistic assessment of the Unit. Assessment should be conducted under open-book conditions and as such learners should be allowed to bring any textbooks or notes to the assessment. Such papers should be based on a case study of a construction project.			
Civil Engineering Contract and Project Management B	Assessment may be carried out by individual Outcome or by combining two or more Outcomes together. Assessment should be conducted under open-book conditions and as such learners should be allowed to bring any textbooks or notes to the assessment.			
Civil Engineering Fluid Mechanics	It is possible to assess learners either on an individual Outcome basis, a combination of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled conditions. A single assessment covering all Outcomes should not exceed three hours in duration.			
Civil Engineering Material and Testing	It is possible to assess learners on an individual Outcome basis, or by combinations of Outcomes. Assessment should be conducted under supervised conditions.			
Civil Engineering Specialisms	Assessment may be on an individual Outcome basis, or parts may be combined as an integrated assessment. They should be conducted under supervised, controlled, open-book conditions. The assessment papers should be composed of an appropriate balance of short answer, restricted response and structured questions.			
Civil Engineering Technology	Assessment should be conducted under closed-book conditions and as such learners should not be allowed to bring textbooks, handouts or notes to the assessment. Evidence should be generated through assessment undertaken in controlled, supervised conditions. The Outcomes may be combined to form a single assessment paper.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Computer Applications for Civil Engineering	It is possible to assess learners either on an individual Outcome basis, or by combinations of Outcomes. The assessment papers should be composed of the appropriate combination of exercises, reports, short answer, and restricted response questions. Assessments should be conducted under supervised, controlled conditions.			
Construction Site Surveying A	It is possible to assess learners on an individual Outcome basis, or by combinations of Outcomes. Assessment should be conducted under supervised conditions. The assessment(s) of learning Outcome 1 should consist of an appropriate balance of short answer, restricted response and structured questions in open-book format. The assessment of learning Outcomes 2, 3 and 4 involves practical field surveys in groups with subsequent work done individually.			
Construction Site Surveying B	It is possible to assess learners on an individual Outcome basis, or by combinations of Outcomes. Assessment should be conducted under supervised conditions. The assessment of learning Outcomes 1 and 2 is on the basis of practical work and the subsequent calculation of results and the plotting of data. The assessment of learning Outcome 3 involves the compilation of setting out data and its subsequent use in practical fieldwork. Under these circumstances, the fieldwork for the surveys and for the setting out will be done in groups and each learner will be expected to contribute to all the major components of this. In the calculation of results and compilation of setting out data, learners should work individually.			
Construction Technical Communication Skills	It is possible to assess learners either on an individual Outcome basis, combinations of Outcomes or by a single holistic assessment event combining all Outcomes. A single holistic assessment should last not more than two hours. Where evidence for Outcomes is assessed on a sample basis, the whole content listed in the Knowledge and/or Skills section must be taught and available for assessment.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Construction Technology: Substructure	It is possible to assess learners either on an individual Outcome basis, combinations of Outcomes or by a single holistic assessment combining all Outcomes. In this Unit it is proposed that Outcomes 1, 2 and 3 may be combined into a single question paper assessment and Outcome 4 as an individual assessment. The assessment papers should be composed of a suitable balance of short answer, restricted response and structured questions. Assessment should be conducted under controlled, supervised conditions.			
Geotechnics A	It is possible to assess learners either on an individual Outcome basis, a combination of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled conditions. A single assessment covering all Outcomes should not exceed three hours in duration.			
Health and Safety in Construction	It is possible to assess learners either on an individual Outcome basis, combinations of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions, and could be based on a single case study. Assessment should be conducted under supervised, controlled (and generally open-book) conditions. A single assessment covering all Outcomes should not exceed two hours duration.			
Mathematics for Construction	Evidence for the Knowledge and/or Skills might be provided by an assessment taken at a single event lasting 60 minutes and carried out under supervised controlled conditions. Assessment should be conducted under closed-book conditions and as such learners should not be allowed to bring textbooks, hand-outs or notes to the assessment. Questions used to elicit learner evidence may take the form of an appropriate balance of short answer, restricted response and structured questions. The assessment of this Outcome can be combined with Outcomes 2 and 3 to form a single assessment paper.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Mathematics for Civil Engineering	Assessment may be carried out: Outcome by Outcome Two or more Outcomes together, All Outcomes together — holistic assessment of the Unit. The total time allowed for the assessment(s) should not exceed two hours. Learners should be given access to calculators. Sufficient working must be shown to demonstrate the method of solution. Outcomes 1, 2 and 3 must be conducted under supervised closed-book conditions.			
Reinforced Concrete Design and Detailing	It is possible to assess learners either on an individual Outcome basis, a combination of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled open-book conditions. A single assessment covering all Outcomes should not exceed three hours in duration.			
Structural Analysis A	It is possible to assess learners either on an individual Outcome basis, a combination of Outcomes 2 and 3 or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled conditions. A single assessment covering all Outcomes should not exceed 2 hours in duration.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Structural Analysis B	It is possible to assess learners either on an individual Outcome basis, a combination of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled conditions. A single assessment covering all Outcomes should not exceed two hours in duration.			
Structural Mechanics	It is possible to assess learners either on an individual Outcome basis, a combination of Outcomes by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled conditions. A single assessment covering all Outcomes should not exceed 2 hours in duration.			
Structural Steel Design and Detailing	It is possible to assess learners either on an individual Outcome basis, a combination of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled conditions. A single assessment covering all Outcomes should not exceed 3 hours in duration.			
Geotechnics B	It is possible to assess learners either on an individual Outcome basis, a combination of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled conditions. A single assessment covering all Outcomes should not exceed three hours in duration.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Site Surveying C	It is possible to assess learners on an individual Outcome basis, or by combinations of Outcomes. Assessment should be conducted under supervised conditions. The assessment(s) of learning Outcomes 1 and 2 involve practical field surveys in groups with subsequent work done individually. The assessment(s) of learning Outcome 3 involves practical field surveys and an appropriate balance of short answer, restricted response and structured questions in open-book format. The assessment(s) of learning Outcomes 4 should consist of an appropriate balance of short answer, restricted response and structured questions in open-book format.			
Highway Engineering	It is possible to assess learners on an individual Outcome basis, by combinations of Outcomes, or by a single holistic assessment encompassing all Outcomes. Assessment should be conducted under supervised conditions. The assessment(s) should consist of an appropriate balance of restricted response and structured questions. If a single assessment covering all Outcomes is used, it should not exceed three hours in duration.			
Personal Development Planning	The Unit should be assessed holistically. To achieve this a learner should create, maintain and present a portfolio of evidence — a personal development portfolio. The activities associated with the Unit should provide ample opportunities for learners to generate and gather the required evidence of achievement.			
Public Health Engineering	Assessment for each Outcome may be carried out on an individual basis or assessment of all four Outcomes could be carried out in a single assessment event. In either circumstance, total assessment time should not exceed three hours. Assessment events should be carried out in open-book, supervised and controlled conditions.			
Railway Civil Engineering: An Introduction	It is possible to assess learners either on an individual Outcome basis, combinations of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled (and generally open-book) conditions. A single assessment covering all Outcomes should not exceed two hours duration.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Railway Permanent Way Engineering	It is possible to assess learners either on an individual Outcome basis, combinations of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s could be composed of an appropriate balance of short answer, restricted response and structured questions, or alternatively a mini project assessment. Assessment should be conducted under supervised, controlled (and generally open-book) conditions. A single assessment covering all Outcomes should not exceed three hours duration.			
Railway Permanent Way Computer Design	It is possible to assess learners either on an individual Outcome basis, combinations of Outcomes or by a single holistic assessment/project combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled (and generally open-book/internet access) conditions. A single assessment covering all Outcomes should not exceed three hours duration.			
Structural Masonry Design and Detailing	It is possible to assess learners either on an individual Outcome basis, a combination of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled conditions. A single assessment covering all Outcomes should not exceed three hours in duration.			
Structural Timber Design and Detailing	It is possible to assess learners either on an individual Outcome basis, a combination of Outcomes or by a single holistic assessment combining all Outcomes. The assessment paper/s should be composed of an appropriate balance of short answer, restricted response and structured questions. Assessment should be conducted under supervised, controlled conditions. A single assessment covering all Outcomes should not exceed 3 hours in duration.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Traffic Engineering	It is possible to assess learners on an individual Outcome basis, by combinations of Outcomes, or by a single holistic assessment encompassing all Outcomes. Assessment should be conducted under supervised conditions. The assessment(s) should consist of an appropriate balance of restricted response and structured questions. If a single assessment covering all Outcomes is used, it should not exceed three hours in duration.			
Water Supply Engineering	It is possible to assess learners on an individual Outcome basis, by combinations of Outcomes, or by a single holistic assessment encompassing all Outcomes. Assessment should be conducted under supervised conditions. The assessment(s) should consist of an appropriate balance of restricted response and structured questions. If a single assessment covering all Outcomes is used, it should not exceed three hours in duration.			
CAD 2-D I	The assessments for all Outcomes **must be** in the form of practical assessments. Outcomes 1 to 3 should be given as one integrated practical assessment lasting no more than 3 hours and the remaining Outcome as a second practical assessment lasting two hours. Both assessments must be given under controlled, supervised conditions.			
CAD for Civil Engineering	The intention for the assessment of all Outcomes in this Unit is that they be combined together into a single practical assessment. A single assessment may be given in whole or in parts at the discretion of the lecturer under controlled, supervised conditions over an 8-hour period. However, individual assessments of 1 to 3 hours each may be given at the discretion of the centre.			

Unit	Assessment			
	Outcome 1	Outcome 2	Outcome 3	Outcome 4
Applied Mathematics for Civil Engineering	Evidence should be produced under closed-book, supervised conditions in response to an appropriate set of questions. And as such learners should not be allowed to bring textbooks or soft hand-outs/notes, programmable calculators, any other electronic devices to the assessment. Assessment may be carried out, Outcome by Outcome, two or more Outcomes together, all Outcomes together — holistic assessment of the Unit			

6 Guidance on approaches to delivery and assessment

6.1 Sequencing/integration of Units

The structure of the qualifications allows for a high degree of flexibility in the delivery mode. The awards could be offered on full-time, block-release, day release or evening modes. A distance learning delivery mode is possible providing adequate materials, tutorial support and assessment facilities exist. Combination of delivery modes is also a possibility. Such combined modes of study may enable learners to complete the awards within a shorter time period.

There are many opportunities for integrative delivery of Units within each of the awards. Teaching and learning for mathematics and science Units could be integrated with technology Units, and assessment should be encouraged to be within the application of technology Units. Graded Units provide the opportunity for integration of knowledge and skills across the Units in an award. Supporting Notes with each Unit identify specific opportunities for integration with other Units.

Centres will define which order Units are undertaken based on learner recruitment patterns, mode of delivery, resource issues and logical progression dictated by topic and Unit content.

Provided that adequate material and tutorial expertise existed these awards could be delivered by Open/Distance learning as well as on an online basis. Centre devised supervision agreements should detail controlled conditions to ensure authenticity of evidence.

The awards lend themselves to a wide range of delivery mechanisms including case studies, formal teaching, tutorial, group work, laboratory/practical work and, where appropriate, work based learning. Centres should develop clear delivery and assessment strategies taking into account the efficacy of teaching, learning, and the use of resources, modes of attendance and the need for a rigorous but not excessively demanding assessment regime.

6.1.1 Delivery schedule

There are many driving forces which determine a full-time delivery programme for any qualification such as, accommodation, staff availability and materials and equipment. The following tables indicate a suggested delivery programme for a typical SQA Advanced Diploma qualification over a two-year, full-time, two-semester Session.

SQA Advanced Diploma in Civil Engineering	
Suggested Delivery for a full-time, FIRST YEAR Programme	
Semester 1	**Semester 2**
Civil Engineering Contract and Project Management A	Civil Engineering Fluid Mechanics
Mathematics for Construction	Construction Technical Communication Skills
Geotechnics A	Civil Engineering Materials and Testing
Construction Site Surveying A	Reinforced Concrete Design and Detailing
CAD: 2D I (or any other Optional Unit)	Structural Mechanics
Structural Analysis A	Public Health Engineering (or any other Optional Unit)
Health and Safety in Construction	Highway Engineering (or any other Optional Unit)
	Civil Engineering: Graded Unit 1

SQA Advanced Diploma in Civil Engineering	
Suggested Delivery for a full-time, SECOND YEAR Programme	
Semester 1	**Semester 2**
Civil Engineering Contract and Project Management B	Construction Technology: Substructure M
Civil Engineering Specialisms	Mathematics for Civil Engineering
Civil Engineering Technology	Structural Analysis B
Computer Applications for Civil Engineering	Structural Design and Detailing
Construction Site Surveying B	Geotechnics B
CAD for Civil Engineering (or any other Optional Unit)	Water Supply Engineering (or any other Optional Unit)
Traffic Engineering (or any other Optional Unit)	Civil Engineering: Graded Unit 2

6.2 Delivery

The structure of the qualifications allows for a high degree of flexibility in the delivery mode. The awards could be offered on full-time, block release, day release or evening modes. A distance learning delivery mode is possible providing adequate materials, tutorial support and assessment facilities exist. Combination of delivery modes is also a possibility. Such combined modes of study may enable learners to complete the awards within a shorter time period.

There are many opportunities for integrative delivery of Units within each of the awards. Teaching and learning for mathematics and science Units could be integrated with technology Units, and assessment should be encouraged to be within the application of technology Units. Graded Units provide the opportunity for integration of knowledge and skills across the Units in an award. Supporting Notes with each Unit identify specific opportunities for integration with other Units.

Centres will define which order Units are undertaken based on learner recruitment patterns, mode of delivery, resource issues and logical progression dictated by topic and Unit content.

Provided that adequate material and tutorial expertise existed these awards could be delivered by Open/Distance learning as well as on an online basis. Centre devised supervision agreements should detail controlled conditions to ensure authenticity of evidence.

The awards lend themselves to a wide range of delivery mechanisms including case studies, formal teaching, tutorial, group work, laboratory/practical work and, where appropriate, work based learning. Centres should develop clear delivery and assessment strategies taking into account the efficacy of teaching, learning, and the use of resources, modes of attendance and the need for a rigorous but not excessively demanding assessment regime.

6.3 Assessment

The assessment strategy is designed to ensure an appropriate level of rigour while not imposing excessive demands on centres or learners.

The SQA Design Principles for SQA Advanced awards encourage a more holistic approach to assessment and this has been adopted in this award. The new SQA Advanced specification places the emphasis on assessing the whole Outcome or a combination of Outcomes rather than on individual Performance Criteria. There is also the intention to reduce the assessment loading for both learners and centres and Unit definitions allow the use of 'sampling' of Knowledge and/or Skills where appropriate.

Each Unit Descriptor includes guidance on delivery and assessment and, where appropriate, any relationship with delivery and assessment of other Units. Requirements for knowledge, skills, sampling, evidence and conduct of assessments is provided for each Outcome in the Unit. Opportunities for integrative assessment across Units is provided and it is generally recommended that topics such as mathematics and fluid mechanics are assessed within Units which apply fundamental theory to practical applications. Assessment guidance includes a variety of conditions including open/closed-book, case study, etc.

Exemplar assessment instruments are available for all mandatory Units and optional Units. The exemplar provides guidance on content, conduct, evidence required and marking and grading. Centres are expected to use these exemplars as templates when producing further assessment instruments.

6.4 Recognition of Prior Learning

SQA recognises that learners gain knowledge and skills acquired through formal, non-formal and informal learning contexts.

In some instances, a full Group Award may be achieved through the recognition of prior learning. However, it is unlikely that a learner would have the appropriate prior learning and experience to meet all the requirements of a full Group Award.

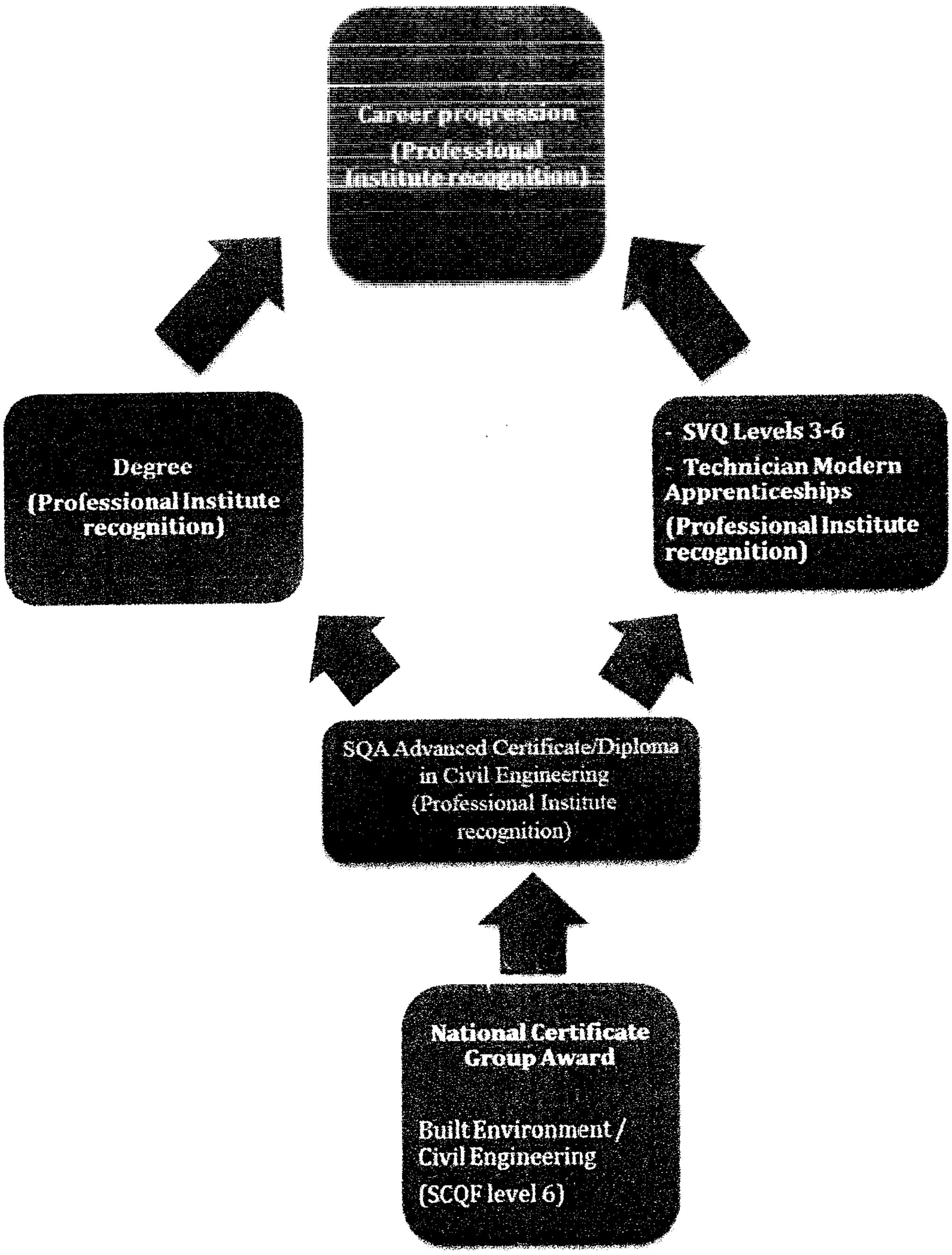
The recognition of prior learning may **not** be used as a method of assessing in the following types of Units and assessments:

- SQA Advanced Graded Units
- Course and/or external assessments
- Other integrative assessment Units (which may or not be graded)
- Certain types of assessment instruments where the standard may be compromised by not using the same assessment method outlined in the Unit
- Where there is an existing requirement for a licence to practice
- Where there are specific health and safety requirements
- Where there are regulatory, professional or other statutory requirements
- Where otherwise specified in an Assessment Strategy

More information and guidance on the *Recognition of Prior Learning* (RPL) may be found on our website **www.sqa.org.uk**.

The following sub-sections outline how existing SQA Unit(s) may contribute to this Group Award. Additionally, they also outline how this Group Award may be recognised for professional and articulation purposes.

6.4.1 Articulation and/or progression



6.4.2 Professional recognition

The SQA Advanced qualifications in Civil Engineering have been developed with both career progression and professional development in mind. It is essential that students gain the maximum benefit from their programme of study.

The major professional Institute related to the Civil Engineering Discipline is the Institute of Civil Engineers (ICE).

6.4.3 Transitional arrangements

It is recommended that learners who are in the process of completing one of the predecessor awards finish it rather than switching to the new, revised award. However, there may be occasions when it is not possible for learners to complete the existing award, eg where they were unable to complete their studies due to ill health or difficulties with funding or employment and where the centre has progressed to offer the new award and only one or two Units need to be completed. In these cases it is recommended that the suggested credit transfer arrangements given in Section 6.4.4 be considered.

6.5 Opportunities for e-assessment

E-assessment may be appropriate for some elements in these Awards. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or social software. Centres which wish to use e-assessment must ensure that the national standard is applied to all learner evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence.

The most up-to-date guidance on the use of e-assessment to support SQA's qualifications is available at www.sqa.org.uk/e-assessment.

6.6 Support materials

A **list of existing ASPs** is available to view on SQA's website.

6.7 Resource requirements

Much of the content of these SQA Advanced qualifications can be delivered in a traditional academic learning and teaching environment. However, certain Units demand specialist resources and equipment to ensure proper coverage of vocational and technical content.

HR48 47 *Construction Site Surveying A*
HR6A 48 *Geotechnics* B

Geotechnics B will require access to Virtual Testing Software.

Construction Site Surveying A requires an array of land surveying equipment in sufficient quantity to permit learners to operate in small groups and in turn, contribute to the group dynamic.

HR3L 47 *Computer Aided Drafting 2D I*
HR3H 47 *Computer Aided Drafting 2D II*

Access to a computer suite is essential. A selection of software is required, to allow word-processing and CAD activities. Internet access is essential to enhance research activities.

Each discipline has specific requirements in terms of documents, texts, IT software and hardware that are required to support the learning processes. Examples are: Scottish Building Standards: Technical Handbooks, Standard Methods of Measurement and contract planning programmes.

Investment in a selection of appropriate, construction-specific texts and journals would be essential to provide a comprehensive and balanced resource pool which, in turn, would ensure a broad and effective learning environment for the learner.

7 General information for centres

Equality and inclusion

The Unit specifications making up this Group Award have been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners will be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence. Further advice can be found on our website **www.sqa.org.uk/assessmentarrangements**.

Internal and external verification

All instruments of assessment used within this/these qualification(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment* **(www.sqa.org.uk/GuideToAssessment)**.

8 Glossary of terms

Embedded Core Skills: is where the assessment evidence for the Unit also includes full evidence for complete Core Skill or Core Skill components. A learner successfully completing the Unit will be automatically certificated for the Core Skill. (This depends on the Unit having been successfully audited and validated for Core Skills certification.)

Finish date: The end of a Group Award's lapsing period is known as the finish date. After the finish date, the Group Award will no longer be live and the following applies:

- learners may not be entered for the Group Award
- the Group Award will continue to exist only as an archive record on the Awards Processing System (APS)

Graded Unit: Graded Units assess learners' ability to integrate what they have learned while working towards the Units of the Group Award. Their purpose is to add value to the Group Award, making it more than the sum of its parts, and to encourage learners to retain and adapt their skills and knowledge.

Lapsing date: When a Group Award is entered into its lapsing period, the following will apply:

- the Group Award will be deleted from the relevant catalogue
- the Group Award specification will remain until the qualification reaches its finish date at which point it will be removed from SQA's website and archived
- no new centres may be approved to offer the Group Award
- centres should only enter learners whom they expect to complete the Group Award during the defined lapsing period

SQA Advanced Certificate and Diploma

SQA credit value: The credit value allocated to a Unit gives an indication of the contribution the Unit makes to an SQA Group Award. An SQA credit value of 1 given to an SQA Unit represents approximately 40 hours of programmed learning, teaching and assessment.

SCQF: The Scottish Credit and Qualification Framework (SCQF) provides the national common framework for describing all relevant programmes of learning and qualifications in Scotland. SCQF terminology is used throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at **www.scqf.org.uk**.

SCQF credit points: SCQF credit points provide a means of describing and comparing the amount of learning that is required to complete a qualification at a given level of the Framework. One National Unit credit is equivalent to 6 SCQF credit points. One National Unit credit at Advanced Higher and one SQA Advanced Unit credit (irrespective of level) is equivalent to 8 SCQF credit points.

SCQF levels: The level a qualification is assigned within the framework is an indication of how hard it is to achieve. The SCQF covers 12 levels of learning. SQA Advanced Certificates and SQA Advanced Diplomas are available at SCQF levels 7 and 8 respectively. SQA Advanced Units will normally be at levels 6–9 and Graded Units will be at level 7 and 8. National Qualification Group Awards are available at SCQF levels 2–6 and will normally be made up of National Units which are available from SCQF levels 2–7.

Subject Unit: Subject Units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

Signposted Core Skills: refers to opportunities to develop Core Skills arise in learning and teaching but are not automatically certificated.

History of changes

It is anticipated that changes will take place during the life of the qualification and this section will record these changes. Centres are advised to check SQA's Connect to confirm they are using the up-to-date qualification structure.

NOTE: Where a Unit is revised by another Unit:

- No new centres may be approved to offer the Unit which has been revised.
- Centres should only enter learners for the Unit which has been revised where they are expected to complete the Unit before its finish date.

Version Number	Description	Date

Acknowledgement

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of SQA Advanced Qualifications.

Further information

Call SQA's Customer Contact Centre on 44 (0) 141 500 5030 or 0345 279 1000. Alternatively, complete our Centre Feedback Form.

9 General information for learners

This section will help you decide whether this is the qualification for you by explaining what the qualification is about, what you should know or be able to do before you start, what you will need to do during the qualification and opportunities for further learning and employment.

The SQA Advanced Certificate and Diploma in the Civil Engineering discipline are mainly knowledge-based qualifications which require you to spend the majority of your time in a classroom location as well as participating in local site visits, research and fieldwork.

The aims of the awards are designed to provide you with the following:

SQA Advanced Certificate in Civil Engineering

1 Prepare you for employment as engineering technicians in the civil engineering industry with a range of employers who design, manage, maintain or adapt infrastructure elements such as bridges, railways, roads, water and sewerage installations including consulting civil engineers, civil engineering contractors and the owners/managers of infrastructure components.
2 Provide you with a range of contemporary vocational skills utilising modern equipment and techniques available for basic design procedures, surveying and material testing, thus enabling you to make an immediate contribution in their role as engineer technicians.
3 Provide a choice of optional Units that will allow you to develop in other areas relevant to future employment in civil engineering, or progression via an SQA Advanced Diploma in Civil Engineering.
4 Enable you to achieve EngTech professional body recognition by the Institute of Civil Engineers.
5 Provide you with a range of skills to support learning in the SVQ 3 and SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.

SQA Advanced Diploma in Civil Engineering:

6 Prepare you for employment as senior engineering technicians in the civil engineering industry with a range of employers who design, manage, maintain or adapt infrastructure elements such as bridges, railways, roads, water and sewerage installations including consulting civil engineers, civil engineering contractors and the owners/managers of infrastructure components.
7 Provide you with a range of contemporary vocational skills utilising modern equipment and techniques available for design procedures, surveying and material testing, thus enabling you to make an immediate contribution in their role as engineer technician.
8 Provide a choice of optional Units that will allow you to develop in other areas relevant to future employment in civil engineering, or progression to higher education Civil Engineering institutes.
9 Enable you to achieve appropriate professional body recognition, in particular but not exclusively, the Institute of Civil Engineers.
10 Provide you with a range of skills to support learning in the SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.

SHRM



COURSE HANDBOOK

Certificate in Foundation Studies

V3.0217

www.shrm.edu.sg

SHRM COLLEGE

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SHRM
SHRM COLLEGE

Certificate in Foundation Studies

Awarded by SHRM College

1. About the Programme

The Certificate in Foundation Studies is made up of 7 modules, conducted over 9 months. The course is designed for students who have completed at least 9 years of formal education and wishes to further their studies in courses taught and examined in the English Language. The course also equips student with the basic learning and research skills, so as to better prepare them for their pursuit in higher education.

The English Language modules will improve students in their English vocabulary and grammar, reading, writing and spoken skills. Culture studies gives an appreciation of different cultural norms to foster tolerance, understanding and empathy. The course also prepares students in their further education through such modules like Learning skills, Critical Thinking skills, Academic Research skills and Foundation Mathematics

2. Programme Structure

Duration:	**9 months** (3 terms)	**Term Structure:** 10 weeks lectures 3 break week/s
Number of Modules:	**7**	
Total Contact Hours:	**750**	

3. Modules

Code	Module Name	Total Contact Hours	Delivery Structure
FDN001	English Language Level I	300	30 hours per week over 10 week
	Total for Term	300	
FDN002	English Language Level II	300	30 hours per week over 10 weeks
	Total for Term	300	
FDN003	Critical Thinking Skills	30	15 hours per week over 2 weeks
FDN004	Culture Studies	30	15 hours per week over 2 weeks
FDN005	Foundation Maths	30	15 hours per week over 2 weeks
FDN006	Learning Skills	30	15 hours per week over 2 weeks
FDN007	Academic Research Skills	30	15 hours per week over 2 weeks
	Total for Term	150	

4. Mode of Delivery

The course is fully conducted on a face-to-face basis. Students will attend lectures and tutorial classes. Class size for English Language Level I and English Language Level II are generally kept to a maximum of 18 students for lecture classes. Other modules are kept to a maximum of 66 students per class.

5. Assessments

Students are assessed with a mixture of continuous assessments throughout each term in the form of case studies, discussions, presentations or group and individual assignments.

In the event a student fails a module, the student will be given a chance to take a supplementary paper. Failing a supplementary paper will result in the student having to retake the module again. In repeating the term, students will only be required to take the modules he/she has failed.

6. Grading Scheme

Grade	Grade Point	Module Marks	Status
A	4.00	80%- 100%	Pass
B+	3.50	75% - 79%	
B	3.00	65% - 74%	
C+	2.50	55% - 64%	
C	2.00	50% - 54%	
D	1.00	40% - 49%	
F		<40%	Fail
SP	1.00	>39%	Supplementary Paper Pass

*For English Language Level I and English Language Level II, there is no grade awarded. Student must obtain a minimum aggregate mark of 60% in order to pass the module.

7. Promotion and Graduation

After successful completion of all 7 modules, students will be awarded Certificate in Foundation Studies from SHRM.

8. Entry Requirements

1) Academic Requirements

Entry Requirements
Academic Requirements At least 10 years of formal education or GCE 'O' Level

Applicants must be at least 17 years old by 31 December in the year of enrolment.

2) English Language Requirements

- IELTS score of 5.0
- or an equivalent English Language qualification

9. Module Specifications

1.	Module Code	FDN001	Module Title	English Language Level I

2. Educational aims of the module

This module enables students to practise and improve their English language skills. It covers the fundamentals of English grammar, vocabulary, speaking and writing skills as well at listening and comprehension skills.

This module increases the overall English proficiency of students; to prepare them for English Language Level II (Upper Intermediate) and to build the confidence needed for entering the diploma and advanced diploma programs. Intermediate grammar, readings, language based activities and class trips are essential to this module and will provide the students with enriching experiences and useful course skills.

3. Learning Outcomes

Upon successful completion of the module, the student should be able to:

- LO1- Communicate in a variety of situations;
- LO2- Read and understand;
- LO3- Listen and comprehend;
- LO4- Write and organise thoughts;
- LO5- Demonstrate active involvement (through participation in class activities).

4. Module Content

1. Your World
2. Memory
3. Across the Globe
4. Real Lives
5. Go for it!
6. True Stories
7. Must See!
8. Social Life
9. Stuff!
10. Society and Change
11. Rules
12. Your Choice

5a. Learning Activities and Assessment

Learning Activities	Assessment task (If appropriate)
Lectures, workshops, presentations	• Assessment 1 • Assessment 2 • Assessment 3 • Assessment 4 • Assessment 5

5b. Assessment Task (All assessments listed should correspond to the tasks in 5a.)

Assessment Tasks	% weighting for items of assessment	Hand in date	Minimum pass grade for assessment task
Assessment 1 Assessment 2 Assessment 3 Assessment 4 Assessment 5	15 20 15 35 15	Refer to Module Outline	60% Overall

6. Resources (e.g. books, journals, videos, CDs, websites.)

6a. Primary Resources

Cutting Edge Third Edition: Intermediate *Teacher's Resource Book, Audio CDs*
Cutting Edge Third Edition: Intermediate *Student's Book with DVD-Rom, Workbook with answer key*

6b. Secondary Resources

Murphy, R. (2004). *English Grammar in Use*. Cambridge: Cambridge University Press.
McCarthy, M & O'Dell, F. (2001). *English Vocabulary in Use*. Cambridge: Cambridge University Press.
Pohl, A. (2002). *Test Your Professional English: Hotel and Catering*. London: Penguin English.
Swan, M & Walter, C. (2001). *The Good Grammar Book*. Oxford: Oxford University Press

1.	Module Code	FDN002	Module Title	English Language Level II

2. Educational aims of the module

This module covers the fundamentals of English as introduced and used in hospitality and business industries. It increases their overall English proficiency and their specific knowledge of industry-specific language. It will give students more confidence beyond the diploma and advanced diploma programs.

Language-based activities and field trips are essential and they provide students with enriching experiences and useful job skills.

3. Learning Outcomes

Upon successful completion of the module, the student will be able to:

- LO1 - Organize ideas in writing
- LO2 - Express ideas and information
- LO3 - Engage in analytical and critical dialogue
- LO4 - Identify and question assumptions
- LO5 - Read and view with understanding
- LO6 - Intermediate vocabulary in the industry environs
- LO7 - Participate in group activities, behave in socially acceptable manner

4. Module Content

1. Getting on
2. Ups and downs
3. It all went wrong
4. Your mind
5. Face to face
6. Big ideas
7. Events
8. Strange but true
9. Getting it right
10. Media
11. Life issues
12. Fame

5a. Learning Activities and Assessment

Learning Activities	Assessment task (If appropriate)
Lectures, workshops, presentations	• Assessment 1 • Assessment 2 • Assessment 3 • Assessment 4 • Assessment 5

5b. Assessment Task (All assessments listed should correspond to the tasks in 5a.)

Assessment Tasks	% weighting for items of assessment	Hand in date	Minimum pass grade for assessment task
Assessment 1 Assessment 2 Assessment 3 Assessment 4 Assessment 5	15 20 15 35 15	Refer to Module Outline	60% Overall

6. Resources (e.g. books, journals, videos, CDs, websites.)

6a. Primary Resources

Cutting Edge Third Edition: Upper Intermediate *Teacher's Resource Book, Audio CDs*
Cutting Edge Third Edition:Upper Intermediate *Student's Book with DVD-Rom, Workbook with answer key*

6b. Secondary Resources

Murphy, R. (2004). *English Grammar in Use*. Cambridge: Cambridge University Press.
McCarthy, M & O'Dell, F. (2001). *English Vocabulary in Use*. Cambridge: Cambridge University Press.
Swan, M & Walter, C. (2001). *The Good Grammar Book*. Oxford: Oxford University Press

1.	Module Code	FDN003	Module Title	Critical Thinking Skills

2. Educational aims of the module

This module introduces the use of critical thinking skills in academic and non-academic areas. Students will develop the ability to reason clearly and critically, and interpret information for effective decision-making. It teaches students how to construct a sound argument and how to recognise poor reasoning. Students will be thought to consider important questions about selection and presentation of materials.

3. Learning Outcomes

Upon successful completion of the module, you will be able to:

1. Critically apply knowledge and theories to your own creative writing practice.
2. Synthesise knowledge in essay form under timed conditions.
3. Communicate ideas and concepts effectively in an oral presentation.
4. Demonstrate the ability to provide substantiated rational argument in both debate and research.

4. Module Content

- Assumptions
- How to Argue
- Using Analogy
- Cause and Effect
- Generalising from Experience
- Elements of Reason
- Applying Critical Thinking

5a. Learning Activities and Assessment

Learning Activities	Assessment task (if appropriate)
Lectures, workshops, presentations	• Individual Assignment I • Individual Assignment II • Individual Assignment III

5b. Assessment Task (All assessments listed should correspond to the tasks in 5a.)

Assessment Tasks	% weighting for items of assessment	Hand in date	Minimum pass grade for assessment task
Individual Assignment I Individual Assignment II Individual Assignment III	40 15 45	Refer to Module Outline	40% Overall

6. Resources (e.g. books, journals, videos, CDs, websites.)

6a. Primary Resources

- Van den Brink-Budgen, R. (2010) 'Critical Thinking for Students', How to Books. ISBN 978-1-84528-386-5

6b. Secondary Resources

- McWorther, K. (2017) Study and Critical Thinking Skills in College, 8th edition. Pearson. ISBN 9780133868678
- Cederblom, J. & Paulsen, D.W. (2006) Critical Reasoning: Understanding and criticizing arguments and theories, 6th edition. Belmont, CA, Thomson Wadsworth.

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1.	Module Code	FDN004	Module Title	Culture Studies

2. Educational aims of the module

This module enables students to gain awareness and increase understanding of other cultures.

Student will learn about the various features of a foreign country and its culture, with a particular focus on adaptation to another culture, and culture in communication skills.

3. Learning Outcomes

Upon successful completion of the module, you will be able to:

1. Understand the concept of culture and how different cultures can be defined
2. Understand how to adjust to another culture and culture sensitivity
3. Understand the various culture in communication skills
4. Understand cultural shock
5. Understand cross cultural understanding

4. Module Content

- What is Culture?
- Adaptation to cultural environment
- Cultural Sensitivity
- Culture in communication skills
- Culture Shock
- Importance of time and my space in culture aspect
- Cross Cultural Understanding

5a. Learning Activities and Assessment

Learning Activities	Assessment task (if appropriate)
Lectures, workshops, presentations	• Individual Assignment I • Individual Assignment II • Individual Assignment III

5b. Assessment Task (All assessments listed should correspond to the tasks in 5a.)

Assessment Tasks	% weighting for items of assessment	Hand in date	Minimum pass grade for assessment task
Individual Assignment I Individual Assignment II Individual Assignment III	20 35 45	Refer to Module Outline	40% Overall

6. Resources (e.g. books, journals, videos, CDs, websites.)

6a. Primary Resources

- Howitt, B. (2009) Society and Culture, 2nd edition. Pearson. ISBN 9781740819121

6b. Secondary Resources

- Bonvillain, N. (2013) Language, Culture and Communication, 7th edition. Pearson. ISBN 9780205917648
- Gardiner, H. (2011) Live Across Cultures: Cross-Cultural Human Development, 5th edition. Pearson. ISBN 9780205841745

1. Module Code	FDN005	Module Title	Foundation Maths

2. Educational aims of the module

This module reviews the topics in foundation mathematics which include algebra; measure of central tendency and data presentation. The aim of this module is to prepare and equip students the basic knowledge of practical aspects of mathematics and statistics required at the higher learning.

3. Learning Outcomes

Upon successful completion of the module, you will be able to:

1. Perform a range of algebraic calculations.
2. Solve a range of basic calculations and equations.
3. Present data in graphical form.
4. Understand measures for grouped and ungrouped data.
5. Understand the principles of central tendency.

4. Module Content

- Introduction to Algebra
- Algebraic Equations
- Graphical Solution to Algebraic Equations
- Presentation of Data
- Basic Statistics : Mean, Median, Mode
- Principles of central tendency

5a. Learning Activities and Assessment

Learning Activities	Assessment task (If appropriate)
Lectures, classwork	• Quiz 1 • Quiz 2 • Quiz 3 • Quiz 4

5b. Assessment Task (All assessments listed should correspond to the tasks in 5a)

Assessment Tasks	% weighting for items of assessment	Hand in date	Minimum pass grade for assessment task
Quiz 1 Quiz 2 Quiz 3 Quiz 4	25 25 25 25	Refer to Module Outline	40% Overall

6. Resources (e.g. books, journals, videos, CDs, websites.)

6a. Primary Resources

- Weiss, N (2012), Introductory Statistics, 9th edition. Pearson. ISBN 9780321691224

6b. Secondary Resources

- Yeo, Joseph & Teh, Keng Seng et al. (2013), *New Syllabus, Mathematics*, Shinglee Publishers Pte Ltd., Singapore

1.	Module Code	FDN006	Module Title	Learning Skills

2. Educational aims of the module

This module introduces the use of essential learning skills such as time management, goal setting, stress management, effective research and study skills, group learning and techniques in acing assessments.

3. Learning Outcomes

Upon successful completion of the module, you will be able to:

1. Describe the different learning styles and identify learning styles that work for you
2. Plan your study and lifestyle by constructing your own timetable on simple excel sheet
3. Improve learning ability by better listening skills;
4. Improve your note taking skills
5. Develop questioning and interview skills
6. Use search strategies to enable you to carry out searching better and more effectively on the web
7. Assess your own stress level and learn how to de-stress.
8. Discuss expectations for assignments and projects
9. Break fairly complex topics/subjects into simple easy to understand mind maps or concept maps.
10. Appreciate group dynamics and how to leverage on each other's strengths
11. Work and study in groups
12. Compile a set of simple steps to solve reasonably difficult problems
13. Demonstrate the ability to solve problems by weighing the different alternatives
14. Perform adaptive problem solving
15. Use the basic concepts of Project management

4. Module Content

- Learning to Learn
- Time Management
- Learning from Multiple Sources
- Researching using Library and Printed Literature
- Researching on the Web
- Coping with Stress
- Bloom's Taxonomy
- Mind and Concept Maps
- Learning with Others
- Problem Solving
- Organising Projects

5a. Learning Activities and Assessment

Learning Activities	Assessment task (If appropriate)
Lectures, workshops, presentations	• Individual Assessment I • Individual Assessment II • Individual Assessment III • Individual Assessment IV

5b. Assessment Task (All assessments listed should correspond to the tasks in 5a.)

Assessment Tasks	% weighting for items of assessment	Hand in date	Minimum pass grade for assessment task
Individual Assessment I Individual Assessment II Individual Assessment III Individual Assessment IV	10 20 30 40	Refer to Module Outline	40% Overall

6. Resources (e.g. books, journals, videos, CDs, websites.)

6a. Primary Resources

- McMillan, K. & Weyers, J. (2012) The Study Skills Book. Pearson. ISBN 9780273773313

6b. Secondary Resources

- McWorther, K. (2017) Study and Critical Thinking Skills in College, 8th edition. Pearson. ISBN 9780133868678

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1.	Module Code	FDN007	Module Title	Academic Research Skills

2. Educational aims of the module

This module introduces the skills and applications of academic research skills. It prepares students for higher education and students will be taught the fundamentals of collating and manipulating primary and secondary data to compile reports. Referencing systems will be visited to give students a thorough grasp of how to select and quote supporting material. Students will also be taught basic quantitative data analysis techniques.

3. Learning Outcomes

Upon successful completion of the module, you will be able to:

1. Take effective notes from a variety of sources
2. Work out the meaning of unfamiliar content
3. Identify common steps in producing academic work
4. Produce a piece of academic work suitable for this level, following a drafting process

4. Module Content

- Reading Textbooks and Note Taking
- Library Research and Writing an Essay
- Harvard Referencing
- Writing a Research Report

5a. Learning Activities and Assessment

Learning Activities	Assessment task (If appropriate)
Lectures, workshops, presentations	• Individual Assignment I • Individual Assignment II • Presentation

5b. Assessment Task (All assessments listed should correspond to the tasks in 5a.)

Assessment Tasks	% weighting for items of assessment	Hand in date	Minimum pass grade for assessment task
Individual Assignment I Individual Assignment II Presentation	20 20 60	Refer to Module Outline	40% Overall

6. Resources (e.g. books, journals, videos, CDs, websites.)

6a. Primary Resources

- Bergmann, L. (2009) Academic Research and Writing, 1st edition. Pearson. ISBN 9780321091840

6b. Secondary Resources

- McWorther, K. (2017) Study and Critical Thinking Skills in College, 8th edition. Pearson. ISBN 9780133868678

Group Award Specification for:

SQA Advanced Certificates and SQA Advanced Diplomas in Built Environment:

(GN0G 47) SQA Advanced Certificate in Built Environment
(GN0H 47) SQA Advanced Certificate in Architectural Technology
(GN0J 47) SQA Advanced Certificate in Construction Management
(GN0K 47) SQA Advanced Certificate in Building Surveying
(GN0L 47) SQA Advanced Certificate in Quantity Surveying
(GM8V 48) SQA Advanced Diploma in Architectural Technology
(GM8D 48) SQA Advanced Diploma in Construction Management
(GN0M 48) SQA Advanced Diploma in Building Surveying
(GM8N 48) SQA Advanced Diploma in Quantity Surveying

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SQA Advanced Certificates and Diplomas

Acknowledgement

SQA acknowledges the valuable contribution that Scotland's colleges have made to the development of SQA Advanced Qualifications.

Further information

Call SQA's Customer Contact Centre on 44 (0) 141 500 5030 or 0345 0345 279 1000. Alternatively, complete our Centre Feedback Form.

History of changes

It is anticipated that changes will take place during the life of the qualification and this section will record these changes. Centres are advised to check SQA Connect to confirm they are using the up to date qualification structure.

NOTE: Where a Unit is revised by another Unit:

- No new centres may be approved to offer the Unit which has been revised.
- Centres should only enter candidates for the Unit which has been revised where they are expected to complete the Unit before its finish date.

Version number	Description	Date

Contents

1 Introduction

This is the Arrangements Document for Group Awards in SQA Advanced Certificates and SQA Advanced Diplomas in Built Environment. This document includes background information on the Group Award, its aims, details of the Group Award structure, and guidance on delivery.

2 Qualifications structures

2.1 SQA Advanced Certificate in Built Environment

Unit code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (10 SQA Credits required)				
HR3P 47	Architectural Design Sketching and Drawing	1	8	7
HR4D 47	Building Measurement and Cost Studies	1	8	7
HT85 47	Environmental Building Science	1	8	7
HR42 46	Building Services: An Introduction	1	8	6
HR45 47	Construction Materials and Specification	1	8	7
HR48 47	Construction Site Surveying A	1	8	7
HR46 46	Construction Technology: Domestic Construction	1	8	6
HT87 47	Construction Technology: Substructure	1	8	7
HR4K 48	Sustainability and Modern Methods of Construction	1	8	8
HR4P 47	Built Environment: Graded Unit 1	1	8	7
Mandatory Option (1 SQA Credit needed)				
HR3L 47	CAD: 2D I	1	8	7
HR3H 47	CAD: 2D II	1	8	[illegible]
Optional Units (1 SQA Credit needed)				
HR3W 47	Health and Safety in Construction	1	8	7
HR4F 47	Construction Industry Fundamentals	1	8	7
HR4N 46	Mathematics for Construction	1	8	6
HR4J 48	Scottish Law for Construction	1	8	8
HR3V 47	Structural Mechanics	1	8	7
HR4V 46	Mathematics for the Built Environment	1	8	6

This Group Award is made up of 12 SQA Credits. It comprises 96 SCQF credit points. 16 are at level 6, 64 are at SCQF level 7 and 8 are at SCQF level 8 in the mandatory section. A further 8 SCQF credit points are required to be achieved from the selection of Units at SCQF level 6, level 7 and level 8 in the optional section.

2.2 SQA Advanced Certificate and SQA Advanced Diploma in Architectural Technology

2.2.1 SQA Advanced Certificate in Architectural Technology

Unit code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (9 SQA Credits required)				
HR3P 47	Architectural Design Sketching and Drawing	1	8	7
HR4C 47	Architectural Procedures	1	8	7
HR4E 48	Building Services in Large Buildings	1	8	8
HR45 47	Construction Materials and Specification	1	8	7
HT87 47	Construction Technology: Substructure	1	8	7
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	1	8	7
HR3R 47	Design of Building Structures	1	8	7
HR3T 47	Statutory Control of Buildings	1	8	7
HR4R 47	Architectural Technology: Graded Unit 1	1	8	7
Mandatory option (minimum 1 SQA Credit required)				
HR3L 47	CAD: 2D I	1	8	7
HR3H 47	CAD: 2D II	1	8	7
Optional Units (minimum 2 SQA Credits required)				
HR4D 47	Building Measurement and Cost Studies	1	8	7
HR42 46	Building Services: An Introduction	1	8	6
HR41 48	Building Services: Heating, Lighting and Acoustics	1	8	8
HR46 46	Construction Technology: Domestic Construction	1	8	6
HR4F 47	Construction Industry Fundamentals	1	8	7
HT85 47	Building Science	1	8	7
HR3W 47	Health and Safety in Construction	1	8	7
HR4N 46	Mathematics for Construction	1	8	6
HP6M 47	Personal Development Planning	1	8	7

HR3X 47	Quality in Construction	1	8	7
HR4J 48	Scottish Law for Construction	1	8	8
HT88 47	Site Administration	1	8	7
HR4M 48	Standard Forms of Construction Contracts	1	8	8
HR3V 47	Structural Mechanics	1	8	7
HR4K 48	Sustainability and Modern Methods	1	8	8
HR4V 46	Mathematics for the Built Environment	1	8	6

This Group Award is made up of 12 SQA Credits.

It comprises 96 SCQF credit points.

72 are at SCQF level 7 and 8 are at SCQF level 8 in the mandatory section.

A further 16 SCQF credit points are required to be achieved from the selection of Units at SCQF level 6, level 7 and level 8 in the optional section.

2.2.2 SQA Advanced Diploma in Architectural Technology

Unit code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (25 SQA Credits required)				
HR3P 47	Architectural Design Sketching and Drawing	1	8	7
HR4A 47	Architecture: Influences on the Development of Scottish Architecture	1	8	7
HR4C 47	Architectural Procedures	1	8	7
HR4D 47	Building Measurement and Cost Studies	1	8	7
HT85 47	Building Science	1	8	7
HR42 46	Building Services: An Introduction	1	8	6
HR4E 48	Building Services in Large Buildings	1	8	8
HR4F 47	Construction Industry Fundamentals	1	8	7
HR45 47	Construction Materials and Specifications	1	8	7
HR48 47	Construction Site Surveying A	1	8	7
HR46 46	Construction Technology: Domestic Construction	1	8	6
HT87 47	Construction Technology: Substructure	1	8	7
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	1	8	7
HR47 48	Construction Technology: Specialist Systems	1	8	8
HR3N 48	Conversion and Adaptation of Buildings	1	8	8
HR3R 47	Design of Building Structures	1	8	7
HR43 48	Fire Safety in Buildings	1	8	8
HR4J 48	Scottish Law for Construction	1	8	8
HR3T 47	Statutory Control of Buildings	1	8	7
HR4M 48	Standard Forms of Construction Contracts	1	8	8
HR3V 47	Structural Mechanics	1	8	7
HR4K 48	Sustainability and Modern Methods of Construction	1	8	8
HR4T 48	Architectural Technology: Graded Unit 2	2	16	8

Mandatory Option (1 SQA Credit required)				
HR4R 47	Architectural Technology: Graded Unit 1	1	8	7
HR4P 47	Built Environment: Graded Unit 1	1	8	7
Mandatory Option (minimum 1 SQA Credit required)				
HR3L 47	CAD: 2D I	1	8	7
HR3H 47	CAD: 2D II	1	8	7
Mandatory Option (minimum 1 SQA Credit required				
HR4N 46	Mathematics for Construction	1	8	6
HR4V 46	Mathematics for the Buil. Environment	1	8	6
Optional Units (minimum 3 SQA Credits required)				
HR44 47	Building Maintenance Technology	1	8	7
HR41 48	Building Services: Heating, Lighting and Acoustics	1	8	8
HR3K 47	CAD: Architectural 1	1	8	7
HR40 48	Construction Planning	1	8	8
HR3W 47	Health and Safety in Construction	1	8	7
HR3X 47	Quality in Construction	1	8	7
HR49 47	Renewable Energy Systems: Microregenration Systems	1	8	7
HR0M 47	Work Role Effectiveness (2003)	3	24	7
HR3J 47	CAD: 3D Modelling	2	16	7
HP6M 47	Personal Development Planning	1	8	7
HT88 47	Site Administration	1	8	7

This Group Award is made up of 30 SQA Credits.

It comprises 240 SCQF credit points.

24 are at SCQF level 6, 120 are at SCQF level 7 and 72 are at SCQF level 8 in the mandatory section.

A further 24 SCQF credit points are required to be achieved from the selection of Units at SCQF level 7 and level 8 in the optional section.

2.3 SQA Advanced Certificate and SQA Advanced Diploma in Building Surveying

2.3.1 SQA Advanced Certificate in Building Surveying

Unit code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (8 SQA Credits required)				
HR44 47	Building Maintenance Technology	1	8	7
HT16 47	Building Inspection	1	8	7
HR4E 48	Building Services in Large Buildings	1	8	8
HR45 47	Construction Materials and Specification	1	8	7
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	1	8	7
HT87 47	Construction Technology: Substructure	1	8	7
HR4D 47	Building Measurement and Cost Studies	1	8	7
HV85 47	Building Surveying: Graded Unit 1	1	8	7
Mandatory Option (1 SQA Credit required)				
HR3L 47	CAD: 2D I	1	8	7
HR3H 47	CAD: 2D II	1	8	7
Optional Units (3 SQA Credits required)				
HR42 46	Building Services: An Introduction	1	8	6
HV85 47	Building Maintenance Management	1	8	7
HR48 47	Construction Site Surveying A	1	8	7
HR46 46	Construction Technology: Domestic Construction	1	8	6
HR47 48	Construction Technology: Specialist Systems	1	8	8
HR3N 48	Conversion and Adaptation of Buildings	1	8	8
HT85 47	Building Science	1	8	7
HV84 48	Facilities Management: Operational and Support Services	1	8	8
HR3W 47	Health and Safety in Construction	1	8	7
HR4N 46	Mathematics for Construction	1	6	8

HP6M 47	Personal Development and Planning	1	8	7
HT2W 47	Quantitative Building Studies: Floors and Roofs	1	8	7
HR3T 47	Statutory Control of Buildings	1	8	7
HR3V 47	Structural Mechanics	1	8	7
HR4V 46	Mathematics for the Built Environment	1	8	6

This Group Award is made up of 12 SQA Credits.

It comprises 96 SCQF credit points.

64 are at SCQF level 7 and 8 are at SCQF level 8 in the mandatory section.

A further 24 SCQF credit points are required to be achieved from the selection of Units at SCQF level 6, level 7 and level 8 in the optional section.

2.3.2 SQA Advanced Diploma in Building Surveying

Unit code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (25 SQA Credits required)				
HR3P 47	Architectural Design Sketching and Drawing	1	8	7
HT16 47	Building Inspection	1	8	7
HR44 47	Building Maintenance Technology	1	8	7
HR4D 47	Building Measurement and Cost Studies	1	8	7
HR42 46	Building Services - Introduction	1	8	6
HR4E 48	Building Services in Large Buildings	1	8	8
HR41 48	Building Services: Heating, Lighting and Acoustics	1	8	8
HR4F 47	Construction Industry Fundamentals	1	8	7
HR45 47	Construction Materials and Specification	1	8	7
HR48 47	Construction Site Surveying A	1	8	7
HR46 46	Construction Technology: Domestic Construction	1	8	6
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	1	8	7
HT87 47	Construction Technology: Substructure	1	8	7
HR3N 48	Conversion and Adaptation of Buildings	1	8	8
HT85 47	Building Science	1	8	7
HR3V 47	Structural Mechanics	1	8	7
HR43 48	Fire Safety in Buildings	1	8	8
HT2W 47	Quantitative Building Studies: Floors and Roofs	1	8	7
HR4J 48	Scottish Law for Construction	1	8	7
HR3T 47	Statutory Control of Buildings	1	8	7
HV87 48	Surveying Historic Buildings	1	8	8
HR4K 48	Sustainability and Modern Methods of Construction	1	8	8
HV8H 48	Building Surveying: Graded Unit 2	2	16	8

Mandatory Option (1 SQA Credit required)				
HR3L 47	CAD: 2D I	1	8	7
HR3H 47	CAD: 2D II	1	8	7
Mandatory Option (1 SQA Credit required)				
HV8G 47	Building Surveying: Graded Unit 1	1	8	7
HR4P 47	Built Environment: Graded Unit 1	1	8	7
Mandatory Option (1 SQA Credit required)				
HR4N 46	Mathematics for Construction	1	8	6
Optional Units (minimum 3 SQA Credits required)				
HR4C 47	Architectural Procedures	1	8	7
HV8F 47	Building Maintenance Management	1	8	7
HV88 48	Building Services: Ventilation, Air Conditioning and Refrigeration	1	8	8
HR3J 47	CAD: 3D Modelling	2	16	7
HR3K 47	CAD: Architectural 1	1	8	7
HR47 48	Construction Technology: Specialist Systems	1	8	8
HT10 47	Estimating	1	8	7
HV89 48	Facilities Management: Operational and Support Services	1	8	8
HR3W 47	Health and Safety in Construction	1	8	7
HP6M 47	Personal Development and Planning	1	8	7
HT12 47	Quantitative Building Studies: Substructure and Drainage	1	8	7
HR4M 48	Standard Forms of Construction Contract	1	8	8
HR3R 47	Design of Building Structures	1	8	7
HR0M 47	Work Role Effectiveness (2003)	3	24	7
HR40 48	Construction Planning	1	8	8
HT0Y 48	Economics and the Built Environment	1	8	8
HV8A 48	Facilities Management: Property Services	1	8	8
HV8C 48	Facilities Resource Planning and Construction Management	1	8	8
HT11 48	Financial Studies for the Construction Industry	1	8	8

HT14 48	Human Resource Management in Construction	1	8	8
HT13 48	Managing Construction Organisations	1	8	8
HR3X 47	Quality in Construction	1	8	7
HR49 47	Renewable Energy Systems: Microgeneration Systems	1	8	7

This Group Award is made up of 12 SQA Credits.

It comprises 240 SCQF credit points.

24 are at SCQF level 6, 128 are at SCQF level 7 and 64 are at SCQF level 8 in the mandatory section.

A further 24 SCQF credit points are required to be achieved from the selection of Units at SCQF level 7 and level 8 in the optional section.

2.4 SQA Advanced Certificate and SQA Advanced Diploma in Construction Management

2.4.1 SQA Advanced Certificate in Construction Management

Unit code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (9 SQA Credits required)				
HR4E 48	Building Services in Large Buildings	1	8	8
HR45 47	Construction Materials and Specifications	1	8	7
HR48 47	Construction Site Surveying A	1	8	7
HT87 47	Construction Technology: Substructure	1	8	7
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	1	8	7
HT88 47	Site Administration	1	8	7
HR4M 48	Standard Forms of Construction Contracts	1	8	8
HR3W 47	Health and Safety in Construction	1	8	7
HT18 47	Construction Management: Graded Unit 1	1	8	7
Mandatory option (1 SQA Credit required)				
HR3L 47	CAD: 2D1	1	8	7
HR3H 47	CAD: 2D2	1	8	7
Optional Units (2 SQA Credits required)				
HR3P 47	Architectural Design Sketching and Drawing	1	8	7
HR4D 47	Building Measurement and Cost Studies	1	8	7
HR42 46	Building Services: An Introduction	1	8	6
HR4F 47	Construction Industry Fundamentals	1	8	7
HR40 48	Construction Planning	1	8	8
HR46 46	Construction Technology: Domestic Construction	1	8	6
HT85 47	Building Science	1	8	7
HT10 47	Estimating	1	8	7
HT11 48	Financial Studies for the Construction Industry	1	8	8

HT14 48	Human Resource Management in Construction	1	8	8
HT13 48	Managing Construction Organisations	1	8	8
HR4N 46	Mathematics for Construction	1	8	6
HP6M 47	Personal Development Planning	1	8	7
HT12 47	Quantitative Building Studies: Substructure and Drainage	1	8	7
HR3X 47	Quality in Construction	1	8	7
HR49 47	Renewable Energy Systems: Microgeneration Systems	1	8	7
HR4J 48	Scottish Law for Construction	1	8	8
HR3V 47	Structural Mechanics	1	8	7
HR4K 48	Sustainability and Modern Methods of Construction	1	8	8
HR4V 46	Mathematics for the Built Environment	1	8	6

This Group Award is made up of 12 SQA Credits.

It comprises 96 SCQF credit points.

64 are at SCQF level 7 and 16 are at SCQF level 8 in the mandatory section.

A further 16 SCQF credit points are required to be achieved from the selection of Units at SCQF level 6, SCQF level 7 and level 8 in the optional section.

2.4.2 SQA Advanced Diploma in Construction Management

Unit code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (26 SQA Credits required)				
HR3P 47	Architectural Design Sketching and Drawing	1	8	7
HR4D 47	Building Measurement and Cost Studies	1	8	7
HR42 46	Building Services: An Introduction	1	8	6
HR4E 48	Building Services in Large Buildings	1	8	8
HR4F 47	Construction Industry Fundamentals	1	8	7
HR45 47	Construction Materials and Specifications	1	8	7
HR40 48	Construction Planning	1	8	8
HR48 47	Construction Site Surveying A	1	8	7
HR59 47	Construction Site Surveying B	1	8	7
HR46 46	Construction Technology: Domestic Construction	1	8	6
HT87 47	Construction Technology: Substructure	1	8	7
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	1	8	7
HT0Y 48	Economics and the Built Environment	1	8	8
HT85 47	Building Science	1	8	7
HR3W 47	Health and Safety in Construction	1	8	7
HT14 48	Human Resource Management in Construction	1	8	8
HT13 48	Managing Construction Organisations	1	8	8
HR3X 47	Quality in Construction	1	8	7
HR4J 48	Scottish Law for Construction	1	8	8
HT88 47	Site Administration	1	8	7
HR3T 47	Statutory Control of Buildings	1	8	7
HR4M 48	Standard Forms of Construction Contracts	1	8	8
HR4K 48	Sustainability and Modern Methods of Construction	1	8	8

HT19 48	Construction Management: Graded Unit 2	2	16	8
Mandatory Option (1 SQA Credit required)				
HR3L 47	CAD: 2D I	1	8	7
HR3H 47	CAD: 2D II	1	8	7
Mandatory Option (1 SQA Credit required)				
HR4P 47	Built Environment: Graded Unit 1	1	8	7
HT18 47	Construction Management: Graded Unit 1	1	8	7
Mandatory Option (1 SQA Credit required)				
HR4N 46	Mathematics for Construction	1	8	6
HR4V 46	Mathematics for the Built Environment	1	8	6
Optional Units (2 SQA Credits required)				
HT16 47	Building Inspection	1	8	7
HR47 48	Construction Technology: Specialist Systems	1	8	8
HR3R 47	Design of Building Structures	1	8	7
HT10 47	Estimating	1	8	7
HT11 48	Financial Studies for the Construction Industry	1	8	8
HP6M 47	Personal Development Planning	1	8	7
HT12 47	Quantitative Building Studies: Substructure and Drainage	1	8	7
HR49 47	Renewable Energy Systems: Microregeneration Systems	1	8	7
HR3V 47	Structural Mechanics	1	8	7
HR0M 47	Work Role Effectiveness (2003)	3	24	7

This Group Award is made up of 30 SQA Credits.

It comprises 240 SCQF credit points.

24 are at SCQF level 6, 120 are at SCQF level 7 and 80 are at SCQF level 8 in the mandatory section.

A further 16 SCQF credit points are required to be achieved from the selection of Units at SCQF level 6, level 7 and level 8 in the optional section.

2.5 SQA Advanced Certificate and SQA Advanced Diploma in Quantity Surveying

2.5.1 SQA Advanced Certificate in Quantity Surveying

Unit code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (9 SQA Credits required)				
HR4E 48	Building Services in Large Buildings	1	8	8
HR45 47	Construction Materials and Specifications	1	8	7
HT87 47	Construction Technology: Substructure	1	8	7
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	1	8	7
HT10 47	Estimating	1	8	7
HT2W 47	Quantitative Building Studies: Floors and Roofs	1	8	7
HT12 47	Quantitative Building Studies: Substructure and Drainage	1	8	7
HR4M 48	Standard Forms of Construction Contracts	1	8	8
HT30 47	Quantity Surveying: Graded Unit 1	1	8	7
Mandatory option (1 SQA Credit required)				
HR3L 47	CAD: 2D I	1	8	7
HR3H 47	CAD: 2D II	1	8	7
Optional Units (2 SQA Credits required)				
HR42 46	Building Services: An Introduction	1	8	6
HR4F 47	Construction Industry Fundamentals	1	8	7
HR46 46	Construction Technology: Domestic Construction	1	8	6
HT85 47	Building Science	1	8	7
HT11 48	Financial Studies for the Construction Industry	1	8	8
HR3W 47	Health and Safety in Construction	1	8	7
HR4N 46	Mathematics for Construction	1	8	6
HP6M 47	Personal Development Planning	1	8	7
HT2X 48	Quantity Surveying Practice	1	8	8

HR49 47	Renewable Energy Systems: Microgeneration Systems	1	8	7
HT88 47	Site Administration	1	8	7
HR4K 48	Sustainability and Modern Methods of Construction	1	8	8
HR4J 48	Scottish Law for Construction	1	8	8
HR4V 46	Mathematics for the Built Environment	1	8	6

This Group Award is made up of 12 SQA Credits.

It comprises 96 SCQF credit points.

64 are at SCQF level 7 and 16 are at SCQF level 8 in the mandatory section

A further 16 SCQF credit points are required to be achieved from the selection of Units at SCQF level 6, SCQF level 7 and level 8 in the optional section.

2.5.2 SQA Advanced Diploma in Quantity Surveying

Unit code	Unit title	SQA credit	SCQF credit points	SCQF level
Mandatory Units (24 SQA Credits required)				
HR3P 47	Architectural Design Sketching and Drawing	1	8	7
HR4D 47	Building Measurement and Cost Studies	1	8	7
HR42 46	Building Services: An Introduction	1	8	6
HR4E 48	Building Services in Large Buildings	1	8	8
HR4F 47	Construction Industry Fundamentals	1	8	7
HR45 47	Construction Materials and Specifications	1	8	7
HR48 47	Construction Site Surveying A	1	8	7
HR46 46	Construction Technology: Domestic Construction	1	8	6
HT87 47	Construction Technology: Substructure	1	8	7
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	1	8	7
HT0Y 48	Economics and the Built Environment	1	8	8
HT85 47	Environmental Building Science	1	8	7
HT10 47	Estimating	1	8	7
HT11 48	Financial Studies for the Construction Industry	1	8	8
HT2W 47	Quantitative Building Studies: Floors and Roofs	1	8	7
HT12 47	Quantitative Building Studies: Substructure and Drainage	1	8	7
HT2X 48	Quantity Surveying Practice	1	8	8
HR4J 48	Scottish Law for Construction	1	8	8
HR4M 48	Standard Forms of Construction Contracts	1	8	8
HR3T 47	Statutory Control of Buildings	1	8	7
HR4K 48	Sustainability and Modern Methods of Construction	1	8	8
HT31 48	Quantity Surveying: Graded Unit 2	2	16	8

Mandatory Option (1 SQA Credit required)				
HR3L 47	CAD: 2D I	1	8	7
HR3H 47	CAD: 2D II	1	8	7
Mandatory Option (1 SQA Credit required)				
HR4P 47	Built Environment: Graded Unit 1	1	8	7
HT30 47	Quantity Surveying: Graded Unit 1	1	8	7
Mandatory Option (1 SQA Credit required)				
HR4N 46	Mathematics for Construction	1	8	6
HR4V 46	Mathematics for the Built Environment	1	8	6
Optional Units (4 SQA Credits required)				
HR40 48	Construction Planning	1	8	8
HR47 48	Construction Technology: Specialist Systems	1	8	8
HR3W 47	Health and Safety in Construction	1	8	7
HT14 48	Human Resource Management in Construction	1	8	8
HP6M 47	Personal Development Planning	1	8	7
HR3X 47	Quality in Construction	1	8	7
HT2T 47	Quantitative Building Studies: Building Services	1	8	7
HR49 47	Renewable Energy Systems: Microgeneration Systems	1	8	7
HT88 47	Site Administration	1	8	7
HR3V 47	Structural Mechanics	1	8	7
HR0M 47	Work Role Effectiveness (2003)	3	24	7

This Group Award is made up of 30 SQA Credits.

It comprises 240 SCQF credit points.

24 are at SCQF level 6, 112 are at SCQF level 7 and 72 are at SCQF level 8 in the mandatory section.

A further 32 SCQF credit points are required to be achieved from the selection of Units at SCQF level 7 and level 8 in the optional section.

3 Aims of the qualifications

3.1 Aims of Built Environment

Target learner group

The SQA Advanced Certificate is suitable for a wide range of learners including:

- school leavers
- learners progressing from a lower level award in construction or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects
- Modern Apprentices

General aims — to develop:

- skills of study, research and analysis
- ability to define and solve problems
- transferable skills
- ability to be flexible and work cooperatively with others
- responsibility for own learning
- planning, organisational and review/evaluation skills
- technical skills — broadening and deepening
- oral, written and pictorial communication skills
- numerical and ICT skills
- resource management ability
- flexibility, knowledge, skills and motivation as a basis for progression to graduate and postgraduate studies

Principle aims:

1 Prepare learners for employment as technicians, and supervisors in the mainstream construction industry with a range of employers including Architects, Contractors, Building Control, Housing Associations and other property responsibilities.
2 Provide learners with a range of basic contemporary vocational skills utilising modern equipment and techniques available for surveying, setting out, construction drawing and correct use of building materials thus enabling learners to make an immediate contribution in employment in the Built Environment sector.
3 Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment or progression via an SQA Advanced Diploma in one of the Built Environment disciplines or higher education.
4 Provide learners with a range of skills to support learning in the SVQ 3 and SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.
5 Enable learners to achieve appropriate professional body recognition, in particular but not exclusively, the Chartered Institute of Building.

3.2 Aims of SQA Advanced Certificate and SQA Advanced Diploma in Architectural Technology

Architectural Technicians are employed in private practice and work with Architects, Surveyors, Interior Designers and Architectural Technologists. They can also be employed by specialist design/build contractors, local authorities and larger organisations to provide in-house design/drafting services.

Specific skills include:

- preparing design proposals using CAD and traditional methods
- contributing to the detailed design process and co-ordinating detailed design information
- preparing specifications for construction work
- preparing drawings, plans and documents for statutory approvals
- contribute to design stage risk assessment
- collating and organising technical information
- contributing to meetings and document preparation

Investigating technical information and factors that affect developments, including:

- user needs
- site and building surveys
- regulatory requirements
- preparing regulatory applications

The SQA Advanced Certificate is suitable for a wide range of learners including:

- school leavers
- learners progressing from a lower level award in Architectural Technology or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects

The SQA Advanced Diploma is suitable for a wide range of learners including:

- school leavers
- learners progressing from an SQA Advanced Certificate in Architectural Technology or SQA Advanced Certificate in Built Environment or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects

SQA Advanced Certificates and Diplomas

SQA Advanced Certificate

The principle aims are to:

1 Prepare learners for employment as Architectural Technicians in private practice working with Architects, Surveyors, Interior Designers and Architectural Technologists in specialist design/build contractors, local authorities and larger organisations with in-house design/drafting services.
2 Provide learners with a range of basic contemporary vocational skills including the preparation, co-ordination and communication of technical information including drawings, graphical information, reports and schedules, contributing to meeting relevant statutory regulations and controlling projects by monitoring agreed quality standards and obtaining, recording and organising information.
3 Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment or progression via an SQA Advanced Diploma in Architectural Technology or higher education.
4 Provide learners with a range of skills to support learning in the SVQ 3 and SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.
5 Enable learners to achieve appropriate professional body recognition, in particular but not exclusively, the Chartered Institute of Architectural Technology.

SQA Advanced Diploma

The principle aims are to:

6 Prepare learners for employment as senior Architectural Technicians in private practice working with Architects, Surveyors, Interior Designers and Architectural Technologists in specialist design/build contractors, local authorities and larger organisations with in-house design/drafting services.
7 Provide learners with a range of contemporary vocational skills including the preparation, co-ordination and communication of technical information including drawings, graphical information, reports and schedules, contributing to meeting relevant statutory regulations and controlling projects by monitoring agreed quality standards and obtaining, recording and organising information.
8 Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment or progression via higher education.
9 Provide learners with a range of skills to support learning in the SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.
10 Enable learners to achieve appropriate professional body recognition, in particular but not exclusively, the Chartered Institute of Architectural Technology.

3.3 Aims of SQA Advanced Certificate and SQA Advanced Diploma in Building Surveying

Building surveyors provide professional advice on property and construction for commercial companies and consultants, central and local government, and private individuals.

The SQA Advanced Certificate and SQA Advanced Diploma contribute significantly to learners' education and personal development in promoting core and transferable skills important for future employment within the construction and other industries. The development of competencies in this vocational context will improve generic skills in communication, presentation of technical information and working with others.

The SQA Advanced Certificate is suitable for a wide range of learners including:

- school leavers
- learners progressing from a lower level award in Building Surveying or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects

The SQA Advanced Diploma is suitable for a wide range of learners including:

- school leavers
- learners progressing from an SQA Advanced Certificate in Building Surveying or SQA Advanced Certificate in Built Environment or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects

General aims — to develop:

- skills of study, research and analysis
- ability to define and solve problems
- transferable skills
- ability to be flexible and work cooperatively with others
- responsibility for own learning
- planning, organisational and review/evaluation skills
- technical skills — broadening and deepening
- oral, written and pictorial communication skills
- numerical and ICT skills
- resource management ability
- flexibility, knowledge, skills and motivation as a basis for progression to graduate and postgraduate study.

SQA Advanced Certificates and Diplomas

SQA Advanced Certificate

The principle aims are to:

1 Prepare learners for employment as technical surveyors providing professional advice on property and construction for commercial companies and consultants, central and local government, and private individuals.
2 Provide learners with a range of basic contemporary vocational skills including preparation of drawings, specification writing, land surveying, surveying historic buildings, maintenance schedules, etc, contributing significantly to learners' education and personal development in promoting core and transferable skills important for future employment within the construction and other industries.
3 Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment or progression via an SQA Advanced Diploma in Building Surveying or higher education.
4 Provide learners with a range of skills to support learning in the SVQ 3 and SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.
5 Enable learners to achieve appropriate professional body recognition, in particular but not exclusively, the Royal Institute of Chartered Surveyors.

SQA Advanced Diploma

The principle aims are to:

6 Prepare learners for employment as senior technical surveyors providing professional advice on property and construction for commercial companies and consultants, central and local government, and private individuals.
7 Provide learners with a range of contemporary vocational skills including preparation of drawings, specification writing, land surveying, surveying historic buildings, maintenance schedules, etc, contributing significantly to learners' education and personal development in promoting core and transferable skills important for future employment within the construction and other industries.
8 Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment or progression via higher education.
9 Provide learners with a range of skills to support learning in the SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.
10 Enable learners to achieve appropriate professional body recognition, in particular but not exclusively, the Royal Institute of Chartered Surveyors.

3.4 Aims of SQA Advanced Certificate and SQA Advanced Diploma in Construction Management

Construction carried out under modern procurement systems must by necessity, bring many different types of organisation together, perhaps from different countries, in constructing buildings of ever increasing complexity. Effective participation in, and management of, this process requires an understanding of group dynamics and the effect of different management styles and organisation structures on the planning and execution of construction projects.

Because of the wide diversity in both scale and output of companies working within the industry the Units chosen for inclusion in the new framework focus on those key knowledge and skills required by a technician employed in a construction management role. The SQA Advanced Certificate/SQA Advanced Diploma frameworks cover management principles, including a specialist core embracing the management of construction organisations and human resources, together with basic construction planning and elements of site administration.

A mixture of technology, contracts, law, financial and information technology supports the four generic management Units. These awards aim to produce desirable qualifications with graduates capable of employment within and across the whole spectrum of organisations engaged in construction.

Target learner group

The SQA Advanced Certificate are suitable for a wide range of learners including:

- school leavers
- learners progressing from a lower level award in Construction or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects

The SQA Advanced Diploma is suitable for a wide range of learners including:

- school leavers
- learners progressing from an SQA Advanced Certificate in Built Environment, Construction Management or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects

SQA Advanced Certificates and Diplomas

General aims — to develop:

- skills of study, research and analysis
- ability to define and solve problems
- transferable skills
- ability to be flexible and work cooperatively with others
- responsibility for own learning
- planning, organisational and review/evaluation skills
- technical skills- broadening and deepening
- oral, written and pictorial communication skills
- numerical and ICT skills
- resource management ability
- flexibility, knowledge, skills and motivation as a basis for progression to graduate and postgraduate studies

SQA Advanced Certificate

Principle aims are to:

1. Prepare learners for employment as construction project officers involving coordination of many different types of organisation, perhaps from different countries, in constructing buildings of ever increasing complexity under modern procurement systems.
2. Provide learners with a range of basic contemporary vocational skills embracing the management of construction organisations and human resources, together with construction, technology, contracts, law, financial and information technology, planning and elements of site administration.
3. Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment or progression via an SQA Advanced Diploma in Construction Management or higher education.
4. Provide learners with a range of skills to support learning in the SVQ 3 and SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.
5. Enable learners to achieve appropriate professional body recognition, in particular but not exclusively, the Chartered Institute of Building.

SQA Advanced Diploma

Principle aims are to:

6. Prepare learners for employment in the management of construction projects involving coordination of many different types of organisation, perhaps from different countries, in constructing buildings of ever increasing complexity under modern procurement systems.
7. Provide learners with a range of contemporary vocational skills embracing the management of construction organisations and human resources, together with construction, technology, contracts, law, financial and information technology, planning and elements of site administration.
8. Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment or progression via higher education.
9. Provide learners with a range of skills to support learning in the SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.
10. Enable learners to achieve appropriate professional body recognition, in particular but not exclusively, the Chartered Institute of Building.

3.5 Aims of SQA Advanced Certificate and SQA Advanced Diploma in Quantity Surveying

The SQA Advanced Certificate and SQA Advanced Diploma in Quantity Surveying are well-established routes towards the Tech RICS award as part of a Degree route to RICS membership or as qualifications in their own right. Quantity Surveying firms and Construction companies have used these routes to train their technicians in technology, estimating cost planning, financial studies and measurement and the new awards will continue to serve these ever expanding groups.

These awards have been updated from the existing SQA Advanced Certificate and SQA Advanced Diploma in Quantity Surveying Awards, to meet the current and future needs of the construction industry and are part of the Built Environment suite of awards.

The SQA Advanced Certificate and SQA Advanced Diploma have long been recognised as providing a broad spectrum of knowledge necessary for a diverse range of future employment opportunities.

The SQA Advanced Certificate is suitable for a wide range of learners including:

- school leavers
- learners progressing from a lower level award in Construction or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects

The SQA Advanced Diploma is suitable for a wide range of learners including:

- school leavers
- learners progressing from a Quantity Surveying or a closely related discipline
- adult returners to education
- learners in employment who wish to enhance their career prospects

General aims — to develop:

- skills of study, research and analysis
- ability to define and solve problems
- transferable skills
- ability to be flexible and work cooperatively with others
- responsibility for own learning
- planning, organisational and review/evaluation skills
- technical skills- broadening and deepening
- oral, written and pictorial communication skills
- numerical and ICT skills
- resource management ability
- flexibility, knowledge, skills and motivation as a basis for progression to graduate and postgraduate studies

SQA Advanced Certificate

The principle aims are to:

1. Prepare learners for employment as technicians in private quantity surveying practices and construction organisations.
2. Provide learners with a range of basic contemporary vocational skills embracing technology, estimating cost planning, financial studies and measurement.
3. Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment or progression via an SQA Advanced Diploma in Quantity Surveying or higher education.
4. Provide learners with a range of skills to support learning in the SVQ 3 and SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.
5. Enable learners to aspire to appropriate professional body recognition, in particular but not exclusively, the Royal Institute of Chartered Surveyors, as 'Tech RICS'.

SQA Advanced Diploma

The principle aims are to:

6. Prepare learners for employment as senior technicians in private quantity surveying practices and construction organisations.
7. Provide learners with a range of contemporary vocational skills embracing technology, estimating cost planning, financial studies and measurement.
8. Provide a choice of optional Units that will allow learners to develop in other areas relevant to future employment or progression via higher education.
9. Provide learners with a range of skills to support learning in the SVQ 4 Construction: Technical Modern Apprenticeship Frameworks.
10. Enable learners to aspire to appropriate professional body recognition, in particular but not exclusively, the Royal Institute of Chartered Surveyors, as 'Tech RICS'.

3.6 Graded Units

There are nine Graded Units in the framework:

- *SQA Advanced Certificate in Built Environment* — 1 credit Unit of 8 points at SCQF level 7
- *SQA Advanced Certificate in Architectural Technology* — 1 credit Unit of 8 points at SCQF level 7
- *SQA Advanced Certificate in Construction Management* — 1 credit Unit of 8 points at SCQF level 7
- *SQA Advanced Certificate in Quantity Surveying* — 1 credit Unit of 8 points at SCQF level 7
- *SSQA Advanced Certificate in Building Surveying* — 1 credit Unit of 8 points at SCQF level 7
- *SQA Advanced Diploma in Architectural Technology* — 2 credit Units of 16 points at SCQF level 8
- *SQA Advanced Diploma in Construction Management* — 2 credit Units of 16 points at SCQF level 8
- *SQA Advanced Diploma in Quantity Surveying* — 2 credit Units of 16 points at SCQF level 8
- *SQA Advanced Diploma in Building Surveying* — 2 credit Units of 16 points at SCQF level 8

The *SQA Advanced Certificate Built Environment: Graded Unit 1* is interchangeable with the *Graded Unit 1* for the SQA Advanced Certificates in *Architectural Technology, Construction Management, Quantity Surveying* or *Building Surveying.*

The Graded Units are designed to test knowledge and skills across the Units of the award in the context of a typical work related activity.

Where learners are progressing from SQA Advanced Certificate to SQA Advanced Diploma the *SQA Advanced Diploma Graded Unit 2* might be an extension, in depth or breadth, of the *SQA Advanced Certificate Graded Unit 1.*

The Graded Unit is designed as a project-based case study. The structure and tasks are drawn from the constituent mandatory Units in the Group Award and are designed to assess the learner's ability to retain and integrate the knowledge and skills gained in the study of the award.

The subject and design of the case study reflect actual industry practice therefore offering the learner valuable, relevant and realistic experience which is transferrable to both employment and educational situations.

In addition, the case study will allow the learner to develop a variety of supplementary skills and attributes which enhance life skills and the educational experience. Such skills tied to enterprise, employability, sustainable development and citizenship are deemed essential to success in learning, life and work.

4 Recommended entry to the qualifications

Entry to this qualification is at the discretion of the centre. The following information on prior knowledge, skills, experience or qualifications that provide suitable preparation for this qualification has been provided as guidance only.

Learners would benefit from having attained the skills, knowledge and understanding required by one or more of the following or equivalent qualifications and/or experience:

Access to SQA Advanced Certificate Qualifications

SQA Advanced programmes are intended primarily for people who are in, or plan to enter employment. Learners who enter with at least one of the following qualifications are likely to benefit more readily from the programme:

- an NC or SQA Advanced Certificate in a related discipline
- at least one Higher level pass, with appropriate supporting passes at Standard Grade Credit/National level 5 in appropriate subjects, which should include science and/or technology
- an SVQ in Construction or a related discipline
- those with other entry qualifications who demonstrate a realistic chance of success
- a craft qualification combined with appropriate further study, prior to, or in parallel with, the SQA Advanced Certificate programme

Access to SQA Advanced Diploma Qualifications

SQA Advanced programmes are intended primarily for people who are in, or plan to enter employment. Learners who enter with at least one of the following qualifications are likely to benefit more readily from the programme:

- an SQA Advanced Certificate in Built Environment or related discipline
- at least one Higher level pass, with appropriate supporting passes at Standard Grade Credit/National level 5 in appropriate subjects, which should include mathematics and science and/or technology
- an SVQ in Construction or a related discipline
- those with other entry qualifications who demonstrate a realistic chance of success

Work Experience

Mature learners with suitable relevant work experience may be accepted for entry, or advanced entry; provided the enrolling centre believes that the learner is likely to benefit from undertaking the awards. Centres may wish to use Core Skills profiling to assist them in this process.

Accreditation of Prior Experiential Learning (APEL)

Learners may be granted Accreditation of Prior Experiential Learning (APEL) in respect of underpinning knowledge previously gained or skills developed in relevant employment. Such APEL might allow a learner entry to, or advanced entry in, an SQA Advanced Certificate or SQA Advanced Diploma. All such decisions should be referred to a Moderator.

4.1 Core Skills entry profile

The Core Skill entry profile provides a summary of the associated assessment activities that exemplify why a particular level has been recommended for this qualification. The information should be used to identify if additional learning support needs to be put in place for learners whose Core Skills profile is below the recommended entry level or whether learners should be encouraged to do an alternative level or learning programme.

For this reason the level stated should be reflective of the main focus of the qualification which is likely to require a certain level of ability in one or two of the Core Skills. Learners will naturally use and develop aspects of all five Core Skills as they work through the Units making up the qualification through teaching and learning approaches which require to be mapped in the next section.

Applied problem solving, including creative thinking and on-going evaluation of proposed and actual design solutions are essential elements in all Built Environment activities. There are also ample opportunities within the award to develop key numerical and graphical competencies in the context of applied knowledge and skills. The focus in the award on technology as a current industry tool in the design process ensures sound competence and understanding of its applications and uses. Access to technology, with appropriate support systems, is available at all centres for reference, research and the production and presentation of accurate written and graphic materials. As learners undertake the award, formative activities will replicate group problem solving approaches using the communication techniques required in the industry today.

Awareness and development of Core Skills is also incorporated into the award by the fact that learners, supported by assessors, have to take responsibility for their own learning programmes and produce and present a project.

The Qualifications Design Team has agreed, therefore, that the delivery of mandatory and optional Units should provide many opportunities for tailoring relevant elements of the Core Skills to the specific demands of the vocational area.

Core Skill	Recommended SCQF entry profile	Associated assessment activities
Communication	SCQF level 5	Research, analysis, report preparation and presentation.
Numeracy	SCQF level 4	Numerical and graphical exploration and presentation of elements of design, surveying and measurement.
Information and Communication Technology (ICT)	SCQF level 5	Accessing information for base research purposes. Assimilation and analysis of research information. Creation of graphical and narrative materials for presentation purposes.
Problem Solving	SCQF level 5	Critical thinking, planning and organisation, review and evaluation are fundamental to all elements of these qualifications
Working with Others	SCQF level 4	Co-operatively, as part of a team in practical situations.

5 Additional benefits of the qualification in meeting employer needs

This qualification was designed to meet a specific purpose and what follows are details on how that purpose has been met through mapping of the Units to the aims of the qualification. Through meeting the aims, additional value has been achieved by linking the Unit standards with those defined in National Occupational Standards and/or trade/professional body requirements. In addition, significant opportunities exist for learners to develop the more generic skill, known as Core Skills through doing this qualification.

Study of each of these qualifications will allow the learner to develop a variety of supplementary skills and attributes which enhance life skills and the educational experience. Such skills tied to enterprise, employability, sustainable development and citizenship are deemed essential to success in learning, life and work. They should be nurtured wherever possible. The wide range of work to be completed within the qualifications will provide the learner with opportunity to reflect upon collateral soft skills found, for example, in career development, developing self-confidence, team working, inter-dependence, problem solving, understanding rights and responsibilities, etc.

5.1 Mapping of qualification aims to Units

SQA Advanced Certificate in Built Environment

Code	Unit title	Aims				
		1	2	3	4	5
HR3P 47	Architectural Design Sketching and Drawing	X	X	X	X	X
HR4D 47	Building Measurement and Cost Studies	X	X	X	X	X
HT85 47	Building Science	X	X	X	X	X
HR42 46	Building Services: An Introduction	X	X	X	X	X
HR45 47	Construction Materials and Specification	X	X	X	X	X
HR48 47	Construction Site Surveying A	X	X	X	X	X
HR46 46	Construction Technology: Domestic Construction	X	X	X	X	X
HT87 47	Construction Technology: Substructure	X	X	X	X	X
HR4K 48	Sustainability and Modern Methods of Construction	X	X	X	X	X
HR3L 47	CAD: 2D I	X	X	X	X	X
HR3H 47	CAD: 2D II	X	X	X	X	X
HR3W 47	Health and Safety in Construction	X	X	X	X	X
HR4F 47	Construction Industry Fundamentals	X	X	X	X	X
HR4N 46	Mathematics for Construction	X	X	X	X	X
HR4V 46	Mathematics for the Built Environment	X	X	X	X	X
HR4J 48	Scottish Law for Construction	X	X	X	X	X
HR3V 47	Structural Mechanics	X	X	X	X	X

SQA Advanced Certificate and SQA Advanced Diploma in Architectural Technology

Code	Unit title	Aims									
		1	2	3	4	5	6	7	8	9	10
HR3P 47	Architectural Design Sketching and Drawing	X	X		X	X	X	X		X	X
HR4A 47	Architecture: Influences on the Development of Scottish Architecture	X	X		X	X	X	X		X	X
HR4C 47	Architectural Procedures	X	X		X	X	X	X		X	X
HR4D 47	Building Measurement and Cost Studies	X	X	X	X	X	X	X		X	X
HT85 47	Building Science	X	X	X	X	X	X	X		X	X
HR42 46	Building Services: An Introduction	X	X	X	X	X	X	X		X	X
HR4E 48	Building Services in Large Buildings	X	X		X	X	X	X		X	X
HR4F 47	Construction Industry Fundamentals	X	X	X	X	X	X	X		X	X
HR45 47	Construction Materials and Specifications	X	X		X	X	X	X		X	X
HR48 47	Construction Site Surveying A	X			X	X	X	X		X	X
HR46 46	Construction Technology: Domestic Construction	X	X	X	X	X	X	X		X	X
HT87 47	Construction Technology: Substructure	X	X		X	X	X	X		X	X
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	X	X		X	X	X	X		X	X
HR47 48	Construction Technology: Specialist Systems	X	X		X	X	X	X		X	X
HR3N 48	Conversion and Adaptation of Buildings	X	X		X	X	X	X		X	X
HR3R 47	Design of Building Structures	X	X		X	X	X	X		X	X
HR43 48	Fire Safety in Buildings	X	X		X	X	X	X		X	X
HR4N 46	Mathematics for Construction	X	X	X	X	X	X	X		X	X
HR4V 46	Mathematics for the Built Environment	X	X	X	X	X	X	X		X	X
HR4J 48	Scottish Law for Construction	X	X	X	X	X	X	X		X	X
HR3T 47	Statutory Control of Buildings	X	X		X	X	X	X		X	X
HR4M 48	Standard Forms of Construction Contracts	X	X	X	X	X	X	X		X	X
HR3V 47	Structural Mechanics	X	X	X	X	X	X	X		X	X
HR4K 48	Sustainability and Modem Methods of Construction	X	X	X	X	X	X	X		X	X
HR3L 47	CAD: 2D I	X	X		X	X	X	X		X	X
HR3H 47	CAD: 2D II	X	X		X	X	X	X		X	X
HR44 47	Building Maintenance Technology	X	X		X	X	X	X	X		X

SQA Advanced Certificates and Diplomas

Code	Unit title	Aims									
		1	2	3	4	5	6	7	8	9	10
HR41 48	Building Services: Heating, Lighting and Acoustics	X	X	X	X	X	X	X	X		X
HR3K 47	CAD Architectural 1	X	X		X	X	X	X	X		X
HR40 48	Construction Planning	X	X		X	X	X	X	X		X
HR3W 47	Health and Safety in Construction	X	X	X	X	X	X	X	X		X
HR3X 47	Quality in Construction	X	X	X	X	X	X	X	X		X
HR49 47	Renewable Energy Systems: Microregenration Systems	X	X		X	X	X	X	X		X
HR0M 47	Work Role Effectiveness (2003)	X	X		X	X	X	X	X		X
HR3J 47	CAD: 3D Modelling	X	X		X	X	X	X	X		X
HP6M 47	Personal Development Planning	X	X	X	X	X	X	X	X		X
HT88 47	Site Administration	X	X	X	X	X	X	X	X		X

SQA Advanced Certificate and SQA Advanced Diploma in Building Surveying

Code	Unit title	Aims									
		1	2	3	4	5	6	7	8	9	10
HR3P 47	Architectural Design Sketching and Drawing	X	X		X	X	X	X		X	X
HT16 47	Building Inspection	X	X		X	X	X	X		X	X
HR44 47	Building Maintenance Technology	X	X		X	X	X	X		X	X
HR4D 47	Building Measurement and Cost Studies	X	X		X	X	X	X		X	X
HR42 46	Building Services: An Introduction	X	X	X	X	X	X	X		X	X
HR4E 48	Building Services in Large Buildings	X	X		X	X	X	X		X	X
HR41 48	Building Services: Heating, Lighting and Acoustics	X	X		X	X	X	X		X	X
HR4F 47	Construction Industry Fundamentals	X	X		X	X	X	X		X	X
HR45 47	Construction Materials and Specification	X	X		X	X	X	X		X	X
HR48 47	Construction Site Surveying A	X	X	X	X	X	X	X		X	X
HR46 46	Construction Technology: Domestic Construction	X	X	X	X	X	X	X		X	X
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	X	X		X	X	X	X		X	X
HT87 47	Construction Technology: Substructure	X	X		X	X	X	X		X	X
HR3N 48	Conversion and Adaptation of Buildings	X	X	X	X	X	X	X		X	X
HT85 47	Building Science	X	X	X	X	X	X	X		X	X
HR3V 47	Structural Mechanics	X	X	X	X	X	X	X		X	X
HR43 48	Fire Safety in Buildings		X		X	X	X	X		X	X
HR4N 46	Mathematics for Construction	X	X	X	X	X	X	X		X	X
HR4V 46	Mathematics for the Built Environment	X	X	X	X	X	X	X		X	X

Code	Unit title	Aims 1	2	3	4	5	6	7	8	9	10
HT2W 47	Quantitative Building Studies: Floors and Roofs	X	X	X	X	X	X	X		X	X
HR4J 48	Scottish Law for Construction	X	X		X	X	X	X		X	X
HR3T 47	Statutory Control of Buildings	X	X	X	X	X	X	X		X	X
HV89 48	Surveying Historic Buildings	X	X		X	X	X	X		X	X
HR4K 48	Sustainability and Modern Methods of Construction	X	X		X	X	X	X		X	X
HR3L 47	CAD: 2D1	X	X		X	X	X	X		X	X
HR3H 47	CAD: 2D II	X	X		X	X	X	X		X	X
HR4C 47	Architectural Procedures	X	X		X	X	X	X	X		X
HV8F 47	Building Maintenance Management	X	X	X	X	X	X	X	X		X
HV88 48	Building Services: Ventilation, Air Conditioning and Refrigeration	X	X		X	X	X	X	X		X
HR3J 47	CAD: 3D Modelling	X	X		X	X	X	X	X		X
HR3K 47	CAD: Architectural 1	X	X		X	X	X	X	X		X
HR47 48	Construction Technology: Specialist Systems	X	X	X	X	X	X	X	X		X
HT10 47	Estimating				X	X	X	X	X		X
HV89 48	Facilities Management: Operational and Support Services	X	X	X	X	X	X	X	X		X
HR3W 47	Health and Safety in Construction	X	X	X	X	X	X	X	X		X
HP6M 47	Personal Development Planning	X	X	X	X	X	X	X	X		X
HT12 47	Quantitative Building Studies: Substructures and Drainage	X	X		X	X	X	X	X		X
HR4M 48	Standard Forms of Construction Contract	X	X		X	X	X	X	X		X
HR3R 47	Design of Building Structures	X	X		X	X	X	X	X		X
HR0M 47	Work Role Effectiveness (2003)	X	X		X	X	X	X	X		X
HR40 48	Construction Planning	X	X		X	X	X	X	X		X

Code	Unit title	Aims									
		1	2	3	4	5	6	7	8	9	10
HT0Y 48	Economics and the Built Environment	X	X		X	X	X	X	X		X
HV8A 48	Facilities Management: Property Services	X	X		X	X	X	X	X		X
HV8C 48	Facilities Resource Planning and Construction Management	X	X		X	X	X	X	X		X
HT11 48	Financial Studies for the Construction Industry	X	X		X	X	X	X	X		X
HT14 48	Human Resource Management in Construction	X	X		X	X	X	X	X		X
HT13 48	Managing Construction Organisations	X	X		X	X	X	X	X		X
HR3X 47	Quality in Construction	X	X		X	X	X	X	X		X
HR49 47	Renewable Energy Systems: Microgeneration Systems	X	X		X	X	X	X	X		X

SQA Advanced Certificate and SQA Advanced Diploma in Construction Management

Code	Unit title	Aims 1	2	3	4	5	6	7	8	9	10
HR3P 47	Architectural Design Sketching and Drawing	X	X	X	X	X	X	X		X	X
HR4D 47	Building Measurement and Cost Studies	X	X	X	X	X	X	X		X	X
HR42 46	Building Services: An Introduction	X	X	X	X	X	X	X		X	X
HR4E 48	Building Services in Large Buildings	X	X		X	X	X	X		X	X
HR4F 47	Construction Industry Fundamentals	X	X	X	X	X	X	X		X	X
HR45 47	Construction Materials and Specification	X	X		X	X	X	X		X	X
HR40 48	Construction Planning	X	X	X	X	X	X	X		X	X
HR48 47	Construction Site Surveying A	X	X		X	X	X	X		X	X
HR59 47	Construction Site Surveying B	X	X		X	X	X	X		X	X
HR46 46	Construction Technology: Domestic Construction	X	X	X	X	X	X	X		X	X
HT87 47	Construction Technology: Substructure	X	X		X	X	X	X		X	X
HR4G 47	Construction Technology: Industrial/Commercial Superstructure	X	X		X	X	X	X		X	X
HT0Y 48	Economics and the Built Environment	X	X		X	X	X	X		X	X
HT85 47	Building Science	X	X	X	X	X	X	X		X	X
HR3W 47	Health and Safety in Construction	X	X		X	X	X	X		X	X
HT14 48	Human Resource Management in Construction	X	X	X	X	X	X	X		X	X
HT13 48	Managing Construction Organisations	X	X	X	X	X	X	X		X	X
HR4N 46	Mathematics for Construction	X	X	X	X	X	X	X		X	X
HR4V 46	Mathematics for the Built Environment	X	X	X	X	X	X	X		X	X
HR3X 47	Quality in Construction	X	X	X	X	X	X	X		X	X
HR4J 48	Scottish Law for Construction	X	X	X	X	X	X	X		X	X
HT88 47	Site Administration	X	X		X	X	X	X		X	X
HR3T 47	Statutory Control of Buildings	X	X		X	X	X	X		X	X
HR4M 48	Standard Forms of Construction Contracts	X	X		X	X	X	X		X	X
HR4K 48	Sustainability and Modern Methods of Construction	X	X	X	X	X	X	X		X	X
HR3L 47	CAD: 2D I	X	X		X	X	X	X		X	X
HR3H 47	CAD: 2D II	X	X		X	X	X	X		X	X
HT16 47	Building Inspection	X	X		X	X	X	X	X		X
HR47 48	Construction Technology: Specialist Systems	X	X		X	X	X	X	X		X
HR3R 47	Design of Building Structures	X	X		X	X	X	X	X		X

SQA Advanced Certificates and Diplomas

Code	Unit title	Aims									
		1	2	3	4	5	6	7	8	9	10
HT10 47	Estimating	X	X	X	X	X	X	X	X		X
HT11 48	Financial Studies for the Construction Industry	X	X	X	X	X	X	X	X		X
HP6M 47	Personal Development Planning	X	X	X	X	X	X	X	X		X
HT12 47	Quantitative Building Studies: Substructure and Drainage	X	X	X	X	X	X	X	X		X
HR49 47	Renewable Energy Systems: Microregeneration Systems	X	X	X	X	X	X	X	X		X
HR3V 47	Structural Mechanics	X	X	X	X	X	X	X	X		X
HR0M 47	Work Role Effectiveness (2003)	X	X		X	X	X	X	X		X

SQA Advanced Certificate and SQA Advanced Diploma in Quantity Surveying

Code	Unit title	Aims									
		1	2	3	4	5	6	7	8	9	10
HR3P 47	Architectural Design Sketching and Drawing	X	X		X	X	X	X		X	X
HR4D 47	Building Measurement and Cost Studies	X	X		X	X	X	X		X	X
HR42 46	Building Services: An Introduction	X	X	X	X	X	X	X		X	X
HR4E 48	Building Services in Large Buildings	X	X		X	X	X	X		X	X
HR4F 47	Construction Industry Fundamentals	X	X	X	X	X	X	X		X	X
HR45 47	Construction Materials and Specification	X	X		X	X	X	X		X	X
HR48 47	Construction Site Surveying A	X	X		X	X	X	X		X	X
HR46 46	Construction Technology: Domestic Construction	X	X	X	X	X	X	X		X	X
HT87 47	Construction Technology: Substructure	X	X		X	X	X	X		X	X
HR4G 47	Construction Technology: Ind./Comm. Superstructure	X	X		X	X	X	X		X	X
HT0Y 48	Economics and the Built Environment	X	X		X	X	X	X		X	X
HT85 47	Building Science	X	X	X	X	X	X	X		X	X
HT10 47	Estimating	X	X		X	X	X	X		X	X
HT11 48	Financial Studies for the Construction Industry	X	X	X	X	X	X	X		X	X
HR4N 46	Mathematics for Construction	X	X		X	X	X	X		X	X
HT2W 47	Quantitative Building Studies: Floors and Roofs	X	X		X	X	X	X		X	X
HT12 47	Quantitative Building Studies:: Substructure and Drainage	X	X		X	X	X	X		X	X
HT2X 48	Quantity Surveying Practice	X	X	X	X	X	X	X		X	X
HR4J 48	Scottish Law for Construction	X	X	X	X	X	X	X		X	X
HR4M 48	Standard Forms of Construction Contracts	X	X		X	X	X	X		X	X
HR3T 47	Statutory Control of Buildings	X	X		X	X	X	X		X	X
HR4K 48	Sustainability and Modern Methods of Construction	X	X	X	X	X	X	X		X	X
HR3L 47	CAD: 2D I	X	X		X	X	X	X		X	X
HR3H 47	CAD: 2D II	X	X		X	X	X	X		X	X
HR40 48	Construction Planning	X	X		X	X	X	X	X		X
HR47 48	Construction Technology: Specialist Systems	X	X		X	X	X	X	X		X
HR3W 47	Health and Safety in Construction	X	X	X	X	X	X	X	X		X
HT14 48	Human Resource Management in Construction	X	X		X	X	X	X	X		X
HP6M 47	Personal Development Planning	X	X	X	X	X	X	X	X		X
HR3X 47	Quality in Construction	X	X		X	X	X	X	X		X

SQA Advanced Certificates and Diplomas

Code	Unit title	Aims									
		1	2	3	4	5	6	7	8	9	10
HT2T 47	Quantitative Building Studies: Building Services	X	X		X	X	X	X	X		X
HR49 47	Renewable Energy Systems: Microgeneration Systems	X	X	X	X	X	X	X	X		X
HT88 47	Site Administration	X	X		X	X	X	X	X		X
HR3V 47	Structural Mechanics	X	X		X	X	X	X	X		X
HR0M 47	Work Role Effectiveness (2003)	X	X		X	X	X	X	X		X

5.2 Mapping of National Occupational Standards (NOS) and/or trade body standards

Qualification title	Scottish Vocational Qualifications incorporating National Occupational Standards	
SQA Advanced Certificate in Built Environment SQA Advanced Certificate in Architectural Technology SQA Advanced Certificate in Construction Management SQA Advanced Certificate in Building Surveying SQA Advanced Certificate in Quantity Surveying	GJ1C 23	SVQ 3 Construction Site Supervision (Construction): Building and Civil Engineering
	GC2A 23	SVQ 3 Construction Contracting Operations: Estimating
	GJ1D 23	SVQ 3 Construction Site Supervision (Construction): Highways Maintenance and Repair
	GC2F 23	SVQ 3 Construction Site Supervision: Residential Development
	GC29 23	SVQ 3 Construction Contracting Operations: Buying
	GC2E 23	SVQ 3 Construction Contracting Operations: Surveying
	G95L 23	SVQ 3 Construction Contracting Operations: Site Technical Support
	GC2D 23	SVQ 3 Construction Contracting Operations: Planning
	GC2C 23	SVQ 3 Construction Contracting Operations: General
	GJ18 23	SVQ 3 Built Environment Design
	GF5N 23	SVQ 3 Occupational Work Supervision (Construction)
	GC70 23	SVQ 4 Controlling Lifting Operations: Planning Lifts (Construction)
	GC71 23	SVQ 3 Controlling Lifting Operations: Supervising Lifts (Construction)

SQA Advanced Certificates and Diplomas

Qualification title	Scottish Vocational Qualifications incorporating National Occupational Standards	
SQA Advanced Diploma in Architectural Technology SQA Advanced Diploma in Construction Management SQA Advanced Diploma in Building Surveying SQA Advanced Diploma in Quantity Surveying	GJ1C 24	SVQ 4 Built Environment Design
	GC4K 24	SVQ 4 Construction Contracting Operations: Buying
	GC4L 24	SVQ 4 Construction Contracting Operations: Estimating
	GC4M 24	SVQ 4 Construction Contracting Operations: General
	GC4N 24	SVQ 4 Construction Contracting Operations: Planning
	GC4P 24	SVQ 4 Construction Contracting Operations: Surveying
	GJ19 24	SVQ 4 Construction Site Management (Construction): Building and Civil Engineering
	GJ1A 24	SVQ 4 Construction Site Management (Construction): Highways Maintenance and Repair
	GH0K 24	SVQ 4 Controlling Lifting Operations: Planning Lifts (Construction)
	GC2G 24	SVQ 4 Construction Site Management: Residential Development

Each Scottish Vocational Qualification (SVQ) identified in the above table contains a range of National Occupational Standards (NOS) that are specific to the discipline/vocational area to which the SVQ applies. In turn, the SQA Advanced Certificate and Diploma Qualifications supply the broad-based underpinning knowledge for each SVQ and relate directly to the constituent National Occupational Standards.

5.3 Mapping of Core Skills development opportunities across the qualifications

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HR3P 47	Architectural Design Sketching and Drawing			X	X			X	X	X	X	x
HR4A 47	Architecture: Influences on the Development of Scottish Architecture	X				X	X					
HR4C 47	Architectural Procedures			X	X			X	X	X		
HT16 47	Building Inspection	X				X	X	X	X	X		
HV8F 47	Building Maintenance Management	X		X	X	X	X	X	X	X		
HR44 47	Building Maintenance Technology			X	X			X	X	X		
HR4D 47	Building Measurement and Cost Studies			X	X			X	X	X		
HT85 47	Building Science			X	X			X	X	X		
HR42 46	Building Services: An Introduction			X	X			X	X	X		
HR4E 48	Building Services in Large Buildings			X	X			X	X	X		
HR41 48	Building Services: Heating, Lighting and Acoustics			X	X			X	X	X		
HV88 48	Building Services: Ventilation, Air conditioning and Refrigeration			X	X			X	X	X		

SQA Advanced Certificates and Diplomas

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HR3L 47	CAD: 2D I			X	X	X	X	X	X	X		
HR3H 47	CAD: 2D II			X	X	X	X	X	X	X		
HR3J 47	CAD: 3D Modelling			X	X	X	X	X	X	X		
HR3K 47	CAD: Architectural 1			X	X	X	X	X	X	X	X	X
HR4F 47	Construction Industry Fundamentals											
HR45 47	Construction Materials and Specifications	X		X	X	X	X	X	X	X		
HR40 48	Construction Planning	X		X	X	X	X	X	X	X		
HR48 47	Construction Site Surveying A	X		X	X	X	X	X	X	X	X	X
HR59 47	Construction Site Surveying B	X		X	X	X	X	X	X	x	X	X
HR46 46	Construction Technology: Domestic Construction			X	X	X	X	X	X	X	X	X
HR4G 47	Construction Technology: Industrial/Commercial Superstructure			X	X	X	X	X	X	X		
HR47 48	Construction Technology: Specialist Systems			X	X	X	X	X	X	X		
HT87 47	Construction Technology: Substructure			X	X	X	X	X	X	X		
HR3N 48	Conversion and Adaptation of Buildings			X	X			X	X	X		
HR3R 47	Design of Building Structures			X	X			X	X	X		

SQA Advanced Certificates and Diplomas

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HT0Y 48	Economics and the Built Environment			X	X			X	X	X		
HT10 47	Estimating			X	X			X	X	X		
HV89 48	Facilities Management: Operational and Support Services		X	X	X	X	X	X	X	X	X	X
HV8A 48	Facilities Management: Property Services			X	X			X	X	X		
HV8C 48	Facilities Resource Planning and Contract Management	X		X	X	X	X	X	X	X	X	X
HT11 48	Financial Studies for the Construction Industry			X	X	X	X	X	X	X		
HR43 48	Fire Safety in Buildings	X		X	X	X	X	X	X	X	X	X
HR3W 47	Health and Safety in Construction											
HR4R 47	Architectural Technology: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X
HV86 47	Building Surveying: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X
HR4P 47	Built Environment: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X
HT18 47	Construction Management: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X
HT30 47	Quantity Surveying: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HR4T 48	Architectural Technology: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X
HV8H 48	Building Surveying: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X
HT19 48	Construction Management: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X
HT31 48	Quantity Surveying: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X
HT14 48	Human Resource Management in Construction	X	X	X				X	X	X	X	X
HT13 48	Managing Construction Organisations	X	X	X	X	X	X				X	X
HR4N 46	Mathematics for Construction			X	X			X	X	X		
HR4V 46	Mathematics for the Built Environment			X	X			X	X	X		
HP6M 47	Personal Development and Planning (HP6M 47)		X					X	X	X	X	X
HR3X 47	Quality in Construction			X	X			X	X	X		
HT2T 47	Quantitative Building Studies: Building Services			X	X			X	X	X		
HT2W 47	Quantitative Building Studies: Floors and Roofs		X	X	X			X	X	X		
HT12 47	Quantitative Building Studies: Substructure and Drainage			X	X			X	X	X		

SQA Advanced Certificates and Diplomas

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HT2X 48	Quantity Surveying Practice	X	X	X	X			X	X	X		
HR49 47	Renewable Energy Systems: Microgeneration Systems											
HR4J 48	Scottish Law for Construction	X						X	X	X		
HT88 47	Site Administration			X		X	X				X	X
HR4M 48	Standard Forms of Construction Contracts	X	X	X	X	X	X					
HR3T 47	Statutory Control of Buildings			X		X	X					
HR3V 47	Structural Mechanics			X	X			X	X	X		
HV87 48	Surveying Historic Buildings	X		X	X			X	X	X	X	X
HR4K 48	Sustainability and Modern Methods of Construction											
HR0M 47	Work Role Effectiveness (2003)	X	X					X	X	X	X	X

5.4 Assessment Strategy for the qualifications

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Architectural Design Sketching and Drawing	Freehand graphical assignment in open-book, supervised conditions. Sketches produced as natural products of teaching and learning processes.	Freehand graphical assignment in open-book, supervised conditions. Sketches produced as natural products of teaching and learning processes.	Short answer and/or restricted-response questions under closed-book, supervised conditions of 60 minutes duration maximum.		
Architecture: Influences on the Development of Scottish Architecture	Report or extended essay with portfolio of evidence produced as a product of research and review.	Report or extended essay with portfolio of evidence produced as a product of research and review.			
Architectural Procedures	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Building Inspection	Outcomes 1, 2, and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Building Maintenance Management	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, graphical-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions.				
Building Maintenance Technology	Restricted and extended-response questions under closed-book, supervised conditions of 90 minutes duration.	Practical assignment/case study in open-book, supervised conditions. Sketches and reports produced for subject building.			
Building Measurement and Cost Studies	Practical assignment/case study in open-book, supervised conditions of 90 minutes duration.	Restricted and extended-response questions under closed-book, supervised conditions of 90 minutes duration.			
Building Services: Introduction	Outcomes 1, 2, 3, 4 and 5 may be assessed on an individual basis in open-book conditions with a balance of short answer, restricted-response, graphical-response and extended-response questions. Alternatively, all five Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions.				
Building Services in Large Buildings	Outcomes 1, 2, 3, 4 and 5 may be assessed on an individual basis in open-book conditions with a balance of short answer, restricted-response, graphical-response and extended-response questions. Alternatively, all five Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Building Services: Heating, Lighting and Acoustics	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Building Services: Ventilation, Air-conditioning & Refrigeration	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 2 hours duration.				
CAD 2-D 1	Graphical assignment in open-book, supervised conditions. Drawings produced as natural products of teaching and learning processes.				
CAD 2-D2	Outcomes 1, 2 and 3 may be assessed under controlled, supervised conditions.				
CAD: 3-D Modelling	Graphical assignment in open-book, supervised conditions. Drawings produced as natural products of teaching and learning processes.				
CAD: Architectural 1	Graphical assignment in open-book, supervised conditions. Drawings produced as natural products of teaching and learning processes.				
Construction Industry Fundamentals	An assessment paper covering Outcomes 1, 3 and 4 should be taken as a single closed-book assessment lasting 1.5 hours and carried out under supervised, controlled conditions. Short answer, restricted response and structured questions.			Outcome 2; evidence for the Knowledge and/or Skills in this Outcome will be generated by the participation in a simulated formal meeting.	

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Construction Materials and Specifications	Short answer and/or restricted-response questions under closed-book, supervised conditions of 45 minutes duration.	Series of practical laboratory tasks combined with written reports undertaken in controlled, supervised conditions.	Restricted-response and/or structured questions under closed-book, supervised conditions of 90 minutes duration.		
Construction Planning	Outcomes 1, 2, and 3 may be assessed on an individual basis in controlled supervised conditions in a computer suite with appropriate software, with a balance of short answer, restricted-response, graphical-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions.				
Construction Site Surveying A	Short answer and/or restricted-response questions under open-book, supervised conditions of 60 minutes duration.	Evidence for Outcomes 2, 3 and 4 is produced in open-book, supervised conditions. The learner will actively participate in practical survey fieldwork events as part of a team and will produce appropriate documentation and drawings to confirm the survey elements.			
Construction Site Surveying B	Evidence for Outcomes 1, 2 and 3 is produced in open-book, supervised conditions. The learner will actively participate in practical survey fieldwork events as part of a team and will produce appropriate documentation and drawings to confirm the survey elements.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Construction Technology: Domestic Construction	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, extended-response and graphical questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Construction Technology: Indust/Comm Superstructure	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, extended-response and graphical questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Construction Technology: Specialist Systems	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, extended-response and graphical questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Construction Technology: Substructure	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, extended-response and graphical questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Conversion and Adaptation of Buildings	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
Design of Building Structures	Short answer and/or restricted-response and graphical questions under closed-book, supervised conditions.	Short answer and/or restricted-response questions under closed-book, supervised conditions.	Short answer and/or restricted-response and graphical questions under closed-book, supervised conditions.		
Economics and the Built Environment	Outcomes 1, 2, 3, 4 and 5 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, extended-response and graphical questions. Alternatively, all five Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 2 hours duration.				
Environmental Building Science	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, graphical-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions.				
Estimating	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Facilities Management: Operational and Support Services	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Facilities Management: Property Services	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Facilities Resource Planning and Contract Management	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Financial Studies for the Construction Industry	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Fire Safety in Buildings	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Health and Safety in Construction	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
SQA Advanced Certificate in Architectural Technology: Graded Unit 1	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Certificate in Building Surveying: Graded Unit 1	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Certificate in Built Environment: Graded Unit 1	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
SQA Advanced Certificate in Construction Management: Graded Unit 1	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Certificate in Quantity Surveying: Graded Unit 1	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Diploma in Architectural Technology: Graded Unit 2	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Diploma in Building Surveying: Graded Unit 2	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
SQA Advanced Diploma in Construction Management: Graded Unit 2	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Diploma in Quantity Surveying: Graded Unit 2	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
Human Resource Management in Construction	Assessment takes the form of a case study in which the learners work in small groups. All evidence is produced in controlled and supervised conditions.	Assessment takes the form of a case study in which the learners work in small groups. All evidence is produced in controlled and supervised conditions.	Restricted-response or structured questions under open-book, supervised conditions of 60 minutes duration maximum.		

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Managing Construction Organisations	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Mathematics for Construction/Mathematics for the Built Environment	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 1 hour duration.				
Personal Development and Planning	All Outcomes should be assessed as an integrated case study by the production of a personal development portfolio. A significant part of the evidence can be produced without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
Quality in Construction	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Quantitative Building Studies: Building Services	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Quantitative Building Studies: Floors and Roofs	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Quantitative Building Studies: Substructure and Drainage	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Quantity Surveying Practice	Short answer and/or restricted-response questions under open-book, supervised conditions of 90 minutes duration.		Short answer and/or restricted-response questions under open-book, supervised conditions of 90 minutes duration.		
Scottish Law for Construction	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Site Administration	Assessment takes the form of a case study. All evidence is produced in controlled and supervised conditions.	Assessment takes the form of a case study. All evidence is produced in controlled and supervised conditions.	Assessment takes the form of a case study in which the learners work in small groups. All evidence is produced in controlled and supervised conditions.	Restricted-response and structured questions under open-book, supervised conditions of 60 minutes duration.	
Standard Forms of Construction Contract	Restricted-response or structured questions under open-book, supervised conditions of 45 minutes duration maximum.	Restricted-response or structured questions under open-book, supervised conditions of 45 minutes duration maximum.	Restricted-response or structured questions under open-book, supervised conditions of 45 minutes duration maximum.	Restricted-response or structured questions under open-book, supervised conditions of 45 minutes duration maximum.	
Statutory Control of Buildings	Short answer and/or restricted-response questions under open-book, supervised conditions of 60 minutes duration.	Short answer and/or restricted-response questions under open-book, supervised conditions of 60 minutes duration.	Short answer and/or restricted-response questions under open-book, supervised conditions of 60 minutes duration.		

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Structural Mechanics	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Surveying Historic Buildings	Both Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame.				
Sustainability and Modern Methods of Construction	Outcomes 1, 2, 3 and 4 should be conducted under closed-book conditions but may incorporate material specified by the centre and produced by the learner over the period of delivery, for example, research and investigation portfolio. Questions should be structured to give learners the opportunity to give short and extended responses.				
Work Role Effectiveness	Practical assignment involving personal appraisal, evaluation and development aims. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				

6 Guidance on approaches to delivery and assessment

6.1 Sequencing/integration of Units

There are many driving forces which determine a full-time delivery programme for any qualification such as, accommodation, staff availability and materials and equipment. The following tables indicate a suggested delivery programme for a typical SQA Advanced Diploma over a two-year, full-time, two-semester session.

SQA Advanced Diploma in Architectural Technology	
Suggested Delivery for a full-time, FIRST YEAR Programme	
Semester 1	**Semester 2**
Construction Technology: Domestic Construction	Architectural Design Sketching and Drawing
Building Services: An Introduction	Building Measurement and Cost Studies
Construction Materials and Specification	Construction Site Surveying A
Building Science	Construction Technology: Substructure
Sustainability and Modern Methods of Construction	Structural Mechanics
CAD: 2D I/ CAD: 2D II	Architecture: Influences on the Development of Scottish Architecture
Health and Safety in Construction	SQA Advanced Certificate in Built Environment: Graded Unit 1
Mathematics for Construction/Mathematics for the Built Environment	

SQA Advanced Diploma in Architectural Technology	
Suggested Delivery for a full-time, SECOND YEAR Programme	
Semester 1	**Semester 2**
Design of Building Structures	Construction Technology: Specialist Systems
Building Services in Large Buildings	Architectural Procedures
Construction Industry Fundamentals	Statutory Control of Buildings
Construction Technology: Industrial/Commercial Superstructure	Standard Forms of Construction Contracts
Scottish Law for Construction	Fire Safety in Buildings
CAD Architectural 1 or other optional Unit	Architectural Technology: Graded Unit 2
Quality in Construction or other optional Unit	
Personal Development Planning or other optional Unit	

6.2 Delivery

The structure of the qualifications allows for a high degree of flexibility in the delivery mode. The awards could be offered on full-time, block-release, day release or evening modes. A distance learning delivery mode is possible providing adequate materials, tutorial support and assessment facilities exist. Combination of delivery modes is also a possibility. Such combined modes of study may enable learners to complete the awards within a shorter time period.

There are many opportunities for integrative delivery of Units within each of the awards. Teaching and learning for mathematics and science Units could be integrated with technology Units, and assessment should be encouraged to be within the application of technology Units. Graded Units provide the opportunity for integration of knowledge and skills across the Units in an award. Supporting Notes with each Unit identify specific opportunities for integration with other Units.

Centres will define which order Units are undertaken based on learner recruitment patterns, mode of delivery, resource issues and logical progression dictated by topic and Unit content.

Provided that adequate material and tutorial expertise existed these awards could be delivered by Open/Distance learning as well as on an online basis. Centre devised supervision agreements should detail controlled conditions to ensure authenticity of evidence.

The awards lend themselves to a wide range of delivery mechanisms including case studies, formal teaching, tutorial, group work, laboratory/practical work and, where appropriate, work based learning. Centres should develop clear delivery and assessment strategies taking into account the efficacy of teaching, learning, and the use of resources, modes of attendance and the need for a rigorous but not excessively demanding assessment regime.

6.3 Assessment

The assessment strategy is designed to ensure an appropriate level of rigour whilst not imposing excessive demands on centres or learners.

The design principles for SQA Advanced awards encourage a more holistic approach to assessment and this has been adopted in this award. The SQA Advanced specification places the emphasis on assessing the whole Outcome or a combination of Outcomes rather than on individual Performance Criteria. There is also the intention to reduce the assessment loading for both learners and centres and Unit definitions allow the use of 'sampling' of Knowledge and/or Skills where appropriate.

Each Unit Descriptor includes guidance on delivery and assessment and, where appropriate, any relationship with delivery and assessment of other Units. Requirements for knowledge, skills, sampling, evidence and conduct of assessments is provided for each Outcome in the Unit. Opportunities for integrative assessment across Units is provided and it is generally recommended that topics such as mathematics and fluid mechanics are assessed within Units which apply fundamental theory to practical applications. Assessment guidance includes a variety of conditions including open/closed-book, case study, etc.

Exemplar assessment instruments are available for all mandatory Units and optional Units. The exemplar provides guidance on content, conduct, evidence required and marking and grading. Centres are expected to use these exemplars as templates when producing further assessment instruments.

6.4 Recognition of Prior Learning

SQA recognises that learners gain knowledge and skills acquired through formal, non-formal and informal learning contexts.

In some instances, a full Group Award may be achieved through the recognition of prior learning. However, it is unlikely that a learner would have the appropriate prior learning and experience to meet all the requirements of a full Group Award.

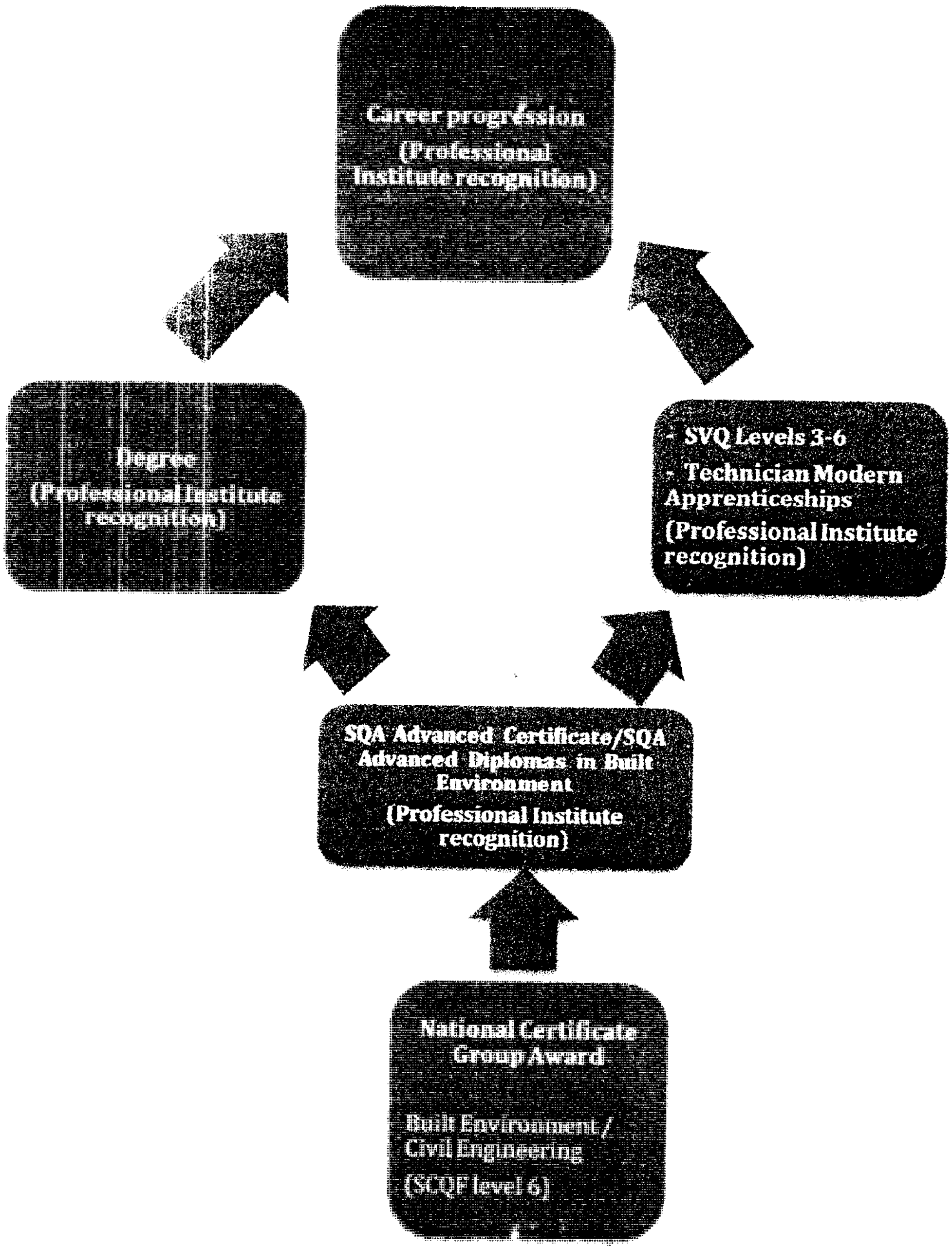
The recognition of prior learning may **not** be used as a method of assessing in the following types of Units and assessments:

- SQA Advanced Graded Units
- Course and/or external assessments
- Other integrative assessment Units (which may or not be graded)
- Certain types of assessment instruments where the standard may be compromised by not using the same assessment method outlined in the Unit
- Where there is an existing requirement for a licence to practice
- Where there are specific health and safety requirements
- Where there are regulatory, professional or other statutory requirements
- Where otherwise specified in an Assessment Strategy

More information and guidance on the *Recognition of Prior Learning* (RPL) may be found on our website **www.sqa.org.uk**.

The following sub-sections outline how existing SQA Unit(s) may contribute to this Group Award. Additionally, they also outline how this Group Award may be recognised for professional and articulation purposes.

6.4.1 Articulation and/or progression



6.4.2 Professional recognition

The SQA Advanced qualifications in the Built Environment have been developed with both career progression and professional development in mind. It is essential that students gain the maximum benefit from their programme of study.

The major professional bodies related to the range of built environment disciplines covered by these awards are:

Architectural Technology: Chartered Institute of Architectural Technologists (CIAT)

Building/Quantity Surveying: Royal Institution of Chartered Surveyors (RICS)

Construction Management: Chartered Institute of Building (CIOB)

Most professional bodies provide broad recognition of SQA Advanced Certificate and SQA Advanced Diploma awards against their educational requirements for membership. Some professional bodies accredit individual courses at colleges and universities. Professional body membership requires a combination of the educational base and verification of professional experience.

CIAT is the lead qualifying body for Architectural Technology. The required level of academic qualification for the function of the Architectural Technician is an SQA Advanced Certificate with appropriate experiential learning or the full-time SQA Advanced Diploma followed by structured and evidenced experiential learning. These are recognised routes towards TCIAT and access routes to degree programmes which lead to MCIAT.

CIOB has a wide ranging membership portfolio. In addition to Built Environment and Construction Management learners, those working in other construction disciplines, including those above, are eligible to apply for CIOB.

The SQA Advanced Certificate and SQA Advanced Diploma awards in Quantity Surveying and Building Surveying are well-established routes towards the Tech RICS award and as part of a Degree route to RICS membership or as qualifications in their own right. There is no reason to believe that these awards will not receive continuing recognition from RICS as an educational base.

The awards are also recognised as underpinning knowledge to appropriate SVQ/NVQ qualifications at levels 3 and 4.

6.5 Opportunities for e-assessment

E-assessment may be appropriate for some elements in these Awards. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or social software. Centres which wish to use e-assessment must ensure that the national standard is applied to all learner evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence.

The most up-to-date guidance on the use of e-assessment to support SQA's qualifications is available at www.sqa.org.uk/e-assessment.

6.6 Support materials

A list of existing ASPs is available to view on SQA's website.

6.7 Resource requirements

Much of the content of these SQA Advanced Qualifications can be delivered in a traditional academic learning and teaching environment. However, certain Units demand specialist resources and equipment to ensure proper coverage of vocational and technical content.

HR45 47 *Construction Materials and Specifications*

Access to a materials testing laboratory would be required along with an appropriate selection of construction materials to ensure the Outcomes of the 'Materials' Units could be met.

HR48 47 *Construction* Site Surveying A

Construction Site Surveying A requires an array of land surveying equipment in sufficient quantity to permit learners to operate in small groups and in turn, contribute to the group dynamic.

HR3L 47 *Computer Aided Drafting 2D I*
HR3H 47 *Computer Aided Drafting 2D II*
HR3K 47 *CAD Architectural 1*
HR3J 47 *CAD 3D Modelling*

Access to a computer suite is essential. A selection of software is required, to allow word-processing and CAD activities. Internet access is essential to enhance research activities.

Each discipline has specific requirements in terms of documents, texts, IT software and hardware that are required to support the learning processes. Examples are: Scottish Building Standards: Technical Handbooks, Standard Methods of Measurement and contract planning programmes.

Investment in a selection of appropriate, construction-specific texts and journals would be essential to provide a comprehensive and balanced resource pool which, in turn, would ensure a broad and effective learning environment for the learner.

7 General information for centres

Equality and inclusion

The Unit specifications making up this Group Award have been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners will be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence. Further advice can be found on our website **www.sqa.org.uk/assessmentarrangements.**

Internal and external verification

All instruments of assessment used within this/these qualification(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment* **(www.sqa.org.uk/GuideToAssessment).**

8 Glossary of terms

Embedded Core Skills: is where the assessment evidence for the Unit also includes full evidence for complete Core Skill or Core Skill components. A learner successfully completing the Unit will be automatically certificated for the Core Skill. (This depends on the Unit having been successfully audited and validated for Core Skills certification.)

Finish date: The end of a Group Award's lapsing period is known as the finish date. After the finish date, the Group Award will no longer be live and the following applies:

- learners may not be entered for the Group Award
- the Group Award will continue to exist only as an archive record on the Awards Processing System (APS)

Graded Unit: Graded Units assess learners' ability to integrate what they have learned while working towards the Units of the Group Award. Their purpose is to add value to the Group Award, making it more than the sum of its parts, and to encourage learners to retain and adapt their skills and knowledge. (**Note to writer:** delete if not applicable to product type)

Lapsing date: When a Group Award is entered into its lapsing period, the following will apply:

- the Group Award will be deleted from the relevant catalogue
- the Group Award specification will remain until the qualification reaches its finish date at which point it will be removed from SQA's website and archived
- no new centres may be approved to offer the Group Award
- centres should only enter learners whom they expect to complete the Group Award during the defined lapsing period

SQA credit value: The credit value allocated to a Unit gives an indication of the contribution the Unit makes to an SQA Group Award. An SQA credit value of 1 given to an SQA Unit represents approximately 40 hours of programmed learning, teaching and assessment.

SCQF: The Scottish Credit and Qualification Framework (SCQF) provides the national common framework for describing all relevant programmes of learning and qualifications in Scotland. SCQF terminology is used throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at **www.scqf.org.uk**.

SCQF credit points: SCQF credit points provide a means of describing and comparing the amount of learning that is required to complete a qualification at a given level of the Framework. One National Unit credit is equivalent to 6 SCQF credit points. One National Unit credit at Advanced Higher and one SQA Advanced Unit credit (irrespective of level) is equivalent to 8 SCQF credit points.

SCQF levels: The level a qualification is assigned within the framework is an indication of how hard it is to achieve. The SCQF covers 12 levels of learning. SQA Advanced Certificates and SQA Advanced Diplomas are available at SCQF levels 7 and 8 respectively. SQA Advanced Units will normally be at levels 6–9 and Graded Units will be at level 7 and 8. National Qualification Group Awards are available at SCQF levels 2–6 and will normally be made up of National Units which are available from SCQF levels 2–7.

Subject Unit: Subject Units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

Signposted Core Skills: refers to opportunities to develop Core Skills arise in learning and teaching but are not automatically certificated.

Qualification Design Team: The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the National Certificate/National Progression Award from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

9 General information for learners

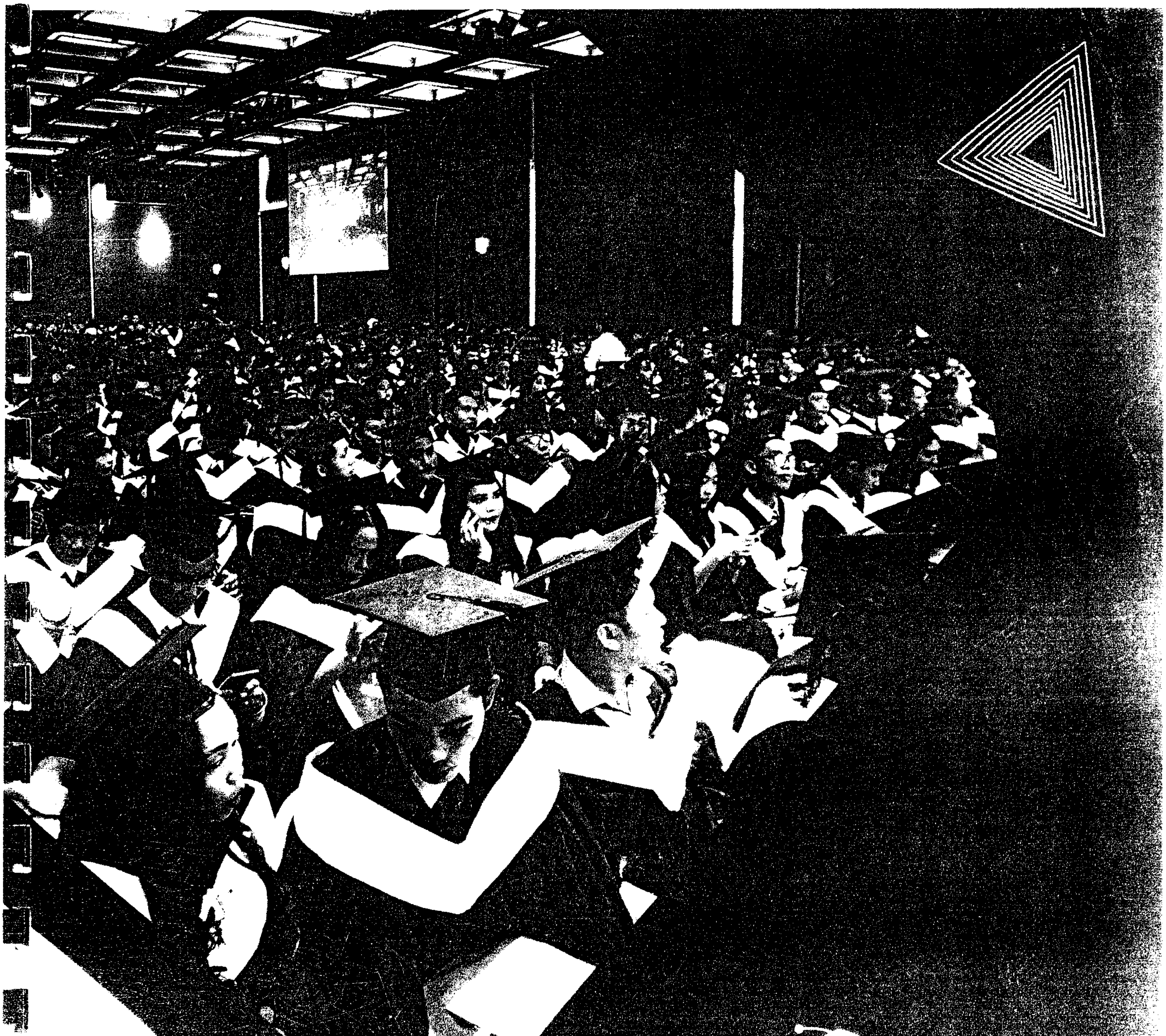
This section will help you decide whether this is the qualification for you by explaining what the qualification is about, what you should know or be able to do before you start, what you will need to do during the qualification and opportunities for further learning and employment.

The SQA Advanced Certificates and Diplomas in the Built Environment disciplines are mainly a knowledge-based qualifications which require you to spend the majority of your time in a classroom location as well as participating in local site visits, research and fieldwork.

The SQA Advanced Certificates and Diplomas in the various disciplines are designed to equip you with the knowledge, understanding and skills to allow you to gain employment in the construction industry, eg:

- Architectural Technician
- Construction Technician
- Materials Technician
- Quantity Surveying Technician
- Land Surveyor
- Buyer
- Planner
- Estimator

all at trainee or technician level, or to progress to a higher level qualification.



Miba

MYANMAR INTERNATIONAL

BUSINESS ACADEMY

အောင်မြင်သူများဖန်တီးခြင်း၏ သင်္ကေတ



www.myanmariba.com

Global Education For Myanmar



Myanmar International Business Academy

Awarding Partners

UCSI University | ICM | IQN International Qualifications Network | othm | abe

Princeton Management College

PRINCETON
MANAGEMENT COLLEGE

Wrexham Glyndŵr University | SHRM

Vision

အစဉ်ဖွံ့ဖြိုးတိုးတက်နေသော နိုင်ငံတကာပညာရပ်များအား လွယ်လင့်တကူ လေ့လာဆည်းပူးနိုင်အောင် ဆောင်ရွက်ပေးခြင်းဖြင့် လူသားအရင်းအမြစ် ဖွံ့ဖြိုးတိုးတက်မှုနှင့် အတူ အောင်မြင်သူများစွာဇန်တီးပေးနိုင်ရေး။

Missions

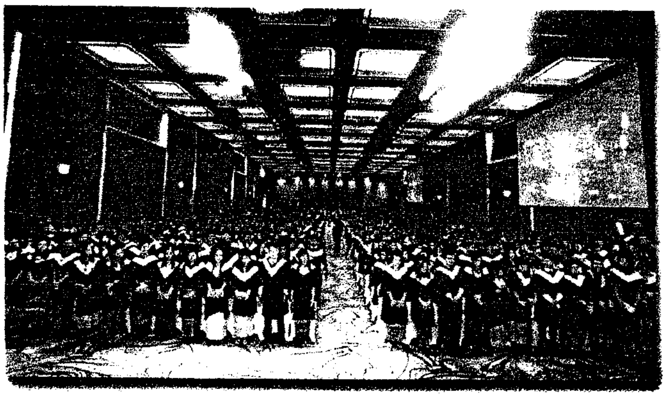
- ကိုယ်ရည်ကိုယ်သွေး မြင့်မားသည့် အောင်မြင်သူများစွာကို မွေးထုတ်ပေးနိုင်ရမည်။

- အခြေခံပညာရေးတွင် ပြီးဆုံးအောင် မသင်ယူနိုင်ခဲ့သော လူငယ်ထုအား ကိုယ်ရေကိုယ်သွေး ပြည့်မီစွာဖြင့် အနာဂါတ်လမ်း ဆက်လက် လျှောက်လှမ်းနိုင်အောင် ဆောင်ရွက်ပေးနိုင်ရမည်။

- အစဉ်ဖွံ့ဖြိုးတိုးတက်နေသော နိုင်ငံတကာပညာရပ်များအား အချိန်နှင့်တပြေးညီ စဉ်ဆက်မပြတ် ဆည်းပူးနိုင် အောင်ဆောင်ရွက်ပေးနိုင်ရမည်။

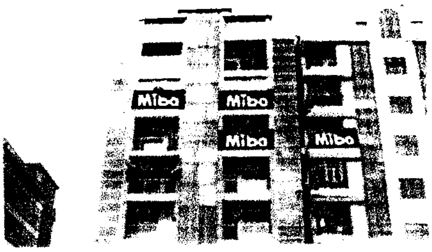
- နိုင်ငံတကာပညာရေး သုတေသနရပ်ဝန်းတစ်ခု ပီပြင်စွာ ဖြစ်ပေါ်လာရေး အတွက် အကောင်အထည် ဖော်ဆောင်ရွက်ပေးနိုင်ရမည်။

- ပညာဆည်းပူးလျှက်ရှိသည့် လူငယ်များကိုလည်း နိုင်ငံတကာတွင် ဖွံ့ဖြိုးတိုးတက်နေသော ပညာရပ်များအား အခက်အခဲမရှိ ပြည်တွင်း၌လေ့လာသင်ယူခွင့်ရရှိအောင် ဆောင်ရွက်ပေးနိုင်ရမည်။



Myanmar International Business Academy
စတင်တည်ထောင်ဖွင့်လှစ်ခြင်း

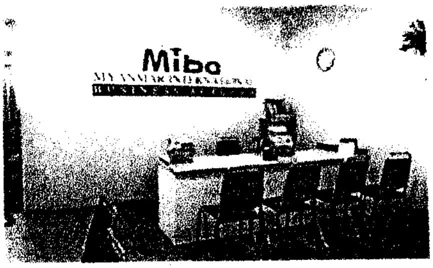
Myanmar International Business Academy ကို ၂၀၁၅ ခုနှစ် ဖေဖော်ဝါရီ ၁၅ တွင် ရန်ကုန်မြို့ ပထမဦးဆုံး စတင်ဖွင့်လှစ်ခဲ့ပါသည်။





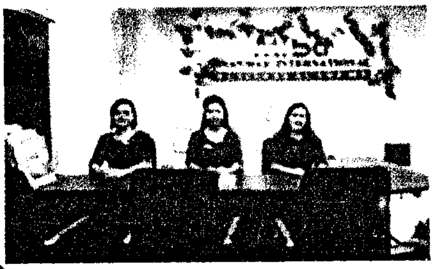


၂၀၁၆ ဖွန်လ ၅ ရက်နေ့ မန္တလေးမြို့ တွင် ဒုတိယမြောက် ကျောင်းခွဲအား ဖွင့်လှစ်ခဲ့ပါသည်။



၂၀၁၇ ခုနှစ် အောက်တိုဘာလ ၁ ရက်နေ့တွင် တတိယမြောက် ကျောင်းခွဲအား ရန်ကုန်မြို့ [illegible]မြို့နယ် MICT Park တွင် ဖွင့်လှစ်ခဲ့ပါသည်။

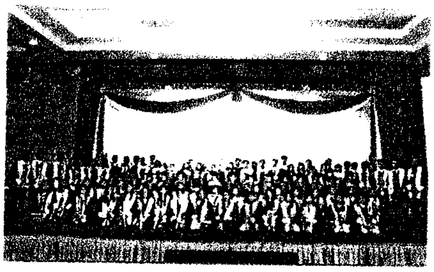
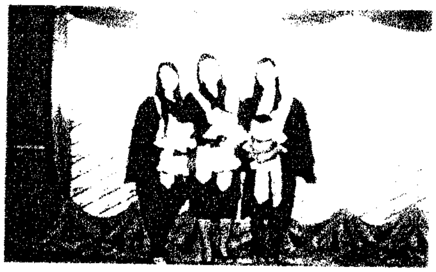




[illegible] ခုနှစ် မတ်လတွင် ရန်ကုန်မြို့ အင်းစိန်မြို့နယ်၌ [illegible]

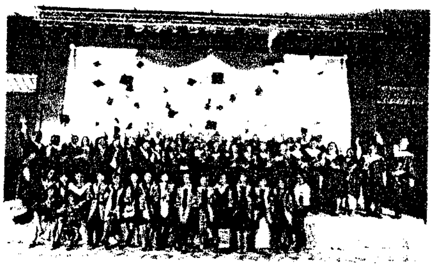


အောင်မြင်သူများ ဖန်တီးခြင်းသမိုင်း

Myanmar International Business Academy အနေဖြင့် ဘွဲ့နှင်းသဘင် အခမ်းအနားများအား နှစ်စဉ် ကျင်းပပေးလျက်ရှိပြီး ပထမဦးဆုံးအကြိမ် ဘွဲ့နှင်းသဘင်အား ၂၀၁၇ ခုနှစ် ဖေဖော်ဝါရီလ (၁၈) ရက်နေ့၌ ရန်ကုန်မြို့ Gamada Hall တွင် ကျင်းပခဲ့ပါသည်။

ဒုတိယအကြိမ်မြောက် ဘွဲ့နှင်းသဘင်အား ၂၀၁၇ ခုနှစ် စက်တင်ဘာလ (၁၇) ရက်နေ့တွင် ရန်ကုန်မြို့ Sky Star Hotel တွင် ကျင်းပခဲ့ပါသည်။


တတိယအကြိမ်မြောက် ဘွဲ့နှင်းသဘင် အား မန္တလေးမြို့ Hilton Hotel တွင် ကျင်းပခဲ့ပါသည်။





[illegible]ထအကြိမ်မြောက် [illegible]နှင်းသဘင် အား ရန်ကုန်မြို့ LOTTE Hotel တွင်





မိတ်ဖက်အဖွဲ့အစည်းများနှင့် ပူးပေါင်းဆောင်ရွက်ခြင်း

Myanmar International Business Academy အနေဖြင့် အောက်ပါ အဖွဲ့အစည်းများ နှင့် လက်တွဲ ဆောင်ရွက်လျက်ရှိပါသည်။

International Qualifications Network (IQN) UK

International Qualifications Network (IQN) UK နှင့် ၂၀၁၆ ခုနှစ် မတ်လ တွင် စတင်လက်တွဲခဲ့ပြီး Certified Strategic Manager , Certified Finance Specialist , Certified Project Management and Analyst , Diploma in Human Resource Management , Diploma in Marketing , Diploma in Supply Chain Management , Diploma in Hospitality Management , Diploma in Business English စသည့် ဘာသာရပ်များအား ယခုထိတိုင် သင်ကြားပို့ချ ပေးလျက်ရှိပါသည်။

Association of Business Executive (ABE) UK

Association of Business Executive (ABE) UK နှင့် ၂၀၁၆ ခုနှစ် စက်တင်ဘာလ တွင် စတင်လက်တွဲခဲ့ပြီး Certified Business Administrator , Certified Human Resource Professional, Certified Quality Director , Executive Diploma in Financial Management , Executive Diploma in Sales and Sales Management စသည့် ဘာသာရပ်များအား ယခုထိတိုင် သင်ကြားပို့ ချပေးလျက်ရှိပါသည်။

OTHM (UK)

OTHM (UK) နှင့် ၂၀၁၆ ခုနှစ် ဒီဇင်ဘာလတွင် စတင်လက်တွဲခဲ့ပြီး Diploma in Business Management (RQF , Level 5) , Diploma in Accounting and Business (RQF , Level 5) ဘာသာရပ်များအား သင်ကြားပို့ချပေးလျက် ရှိပါသည်။

Institute of Commercial Management (ICM, UK)

Institute of Commercial Management (ICM,UK) နှင့် ၂၀၁၇ ခုနှစ် ဧပြီလ တွင် စတင်လက်တွဲခဲ့ပြီး Single Subject Diploma in Business Management and Administration , Single Subject Diploma in Financial Management , Single Subject Diploma in Marketing Management , Single Subject Diploma in Human Resource Management , Single Subject Diploma in Human Resource Development I and Single Subject Diploma in Human Resource Development II စသည့် ဘာသာရပ်များအား သင်ကြားပို့ချပေးလျက်ရှိပါသည်။

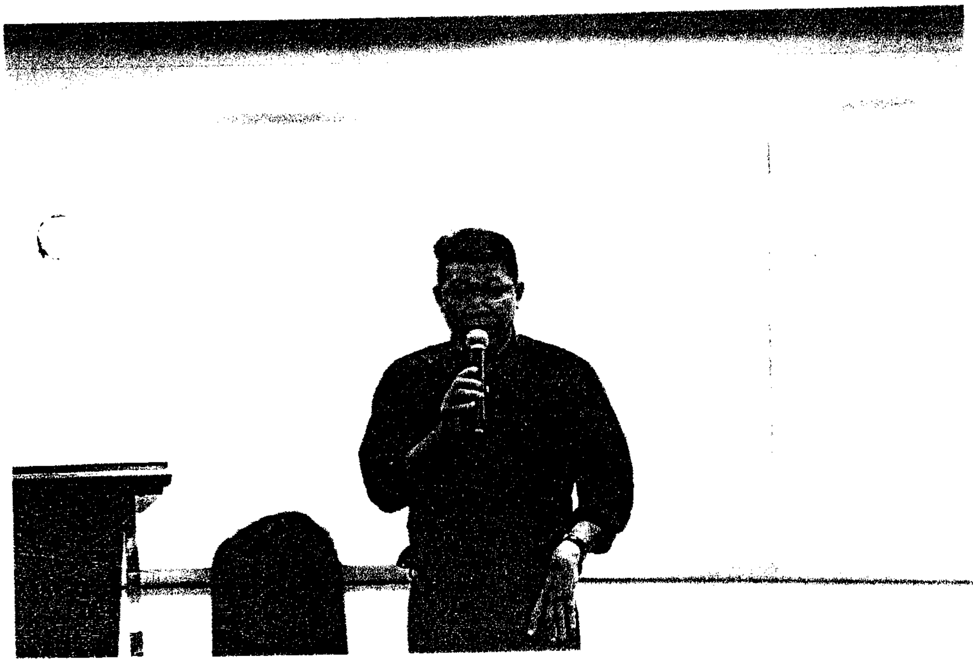
UCSI University (Malaysia)

UCSI University (Malaysia) တက္ကသိုလ်နှင့် ၂၀၁၇ ခုနှစ် ဖွန်လတွင် စတင်လက်တွဲခဲ့ပြီး Master of Business Administration (MBA) သင်တန်းများကို ဖွင့်လှစ်ပို့ချ လျက်ရှိပါသည်၊ ၂၀၁၉ ခုနှစ်မှ စတင်၍ Bachelor of Arts (Hons) Business Administration နှင့် Bachelor of Arts (Hons) Accounting and Finance စသည့် သင်တန်းများကို ဖွင့်လှစ်ပို့ချနိုင်ရေးကို စီစဉ် ဆောင်ရွက် လျက်ရှိပါသည်။

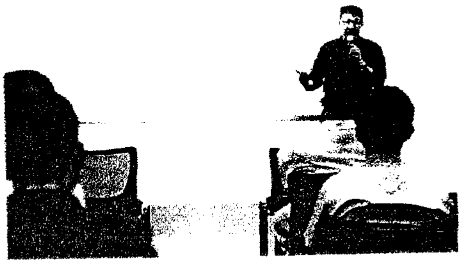
Princeton Management College

၂၀၁၈ ခုနှစ် ဇန်နဝါရီလမှ စတင်၍ Princeton Management College (Myanmar) နှင့် ပူးပေါင်းကာ Wrexham Glyndwr University (UK) တက္ကသိုလ်ကြီးမှ ချီးမြှင့်သော Master of Business Administration (MBA) ဘွဲ့နှင့် Bacholar of Arts(Hons) Business (Top- up) , Bachelor of Arts(Hons) Accounting and Finance (Top -up) ဘာသာရပ် များနှင့် Singapore နိုင်ငံ SHRM မှ ချီးမြှင့်သည့် Diploma in International Business Management , Advanced Diploma in International Busines Management သင်တန်းများအား ဖွင့်လှစ်သင်ကြားလျက်ရှိပါသည်၊

•UCSI University မှ Dr. Ooi Keng Boon (Dean) နှင့် Mr. Ng Kim Loon (Director)တို့မှ ၂၀၁၈ခုနှစ် ဇူလိုင်လ (၂၅)ရက်နေ့တွင် UCSI MBA ဘာသာရပ်နှင့်ပါတ်သက်၍ UCSI MBA သင်တန်းတက်ရောက်နေသော Intake အသီးသီးမှ သင်တန်းသားများအား သိသင့်သည်များအား ရှင်းပြခြင်းနှင့် သိလိုသည်များအားဖြေကြားပေးခြင်း အခန်းအနားကို Building-9, 1st Floor, MICT Park, Hlaing Towship, Yangon ရှိ Myanmar International Business Academy တွင် ကျင်းပပြုလုပ်ခဲ့ ပါသည်။

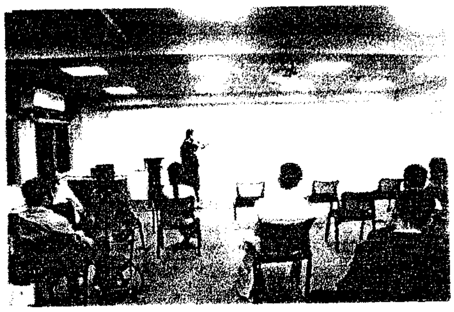




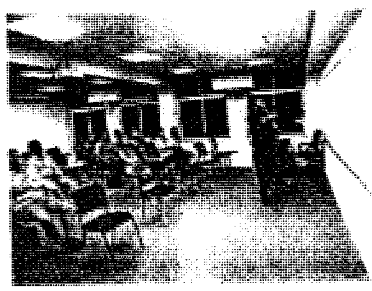




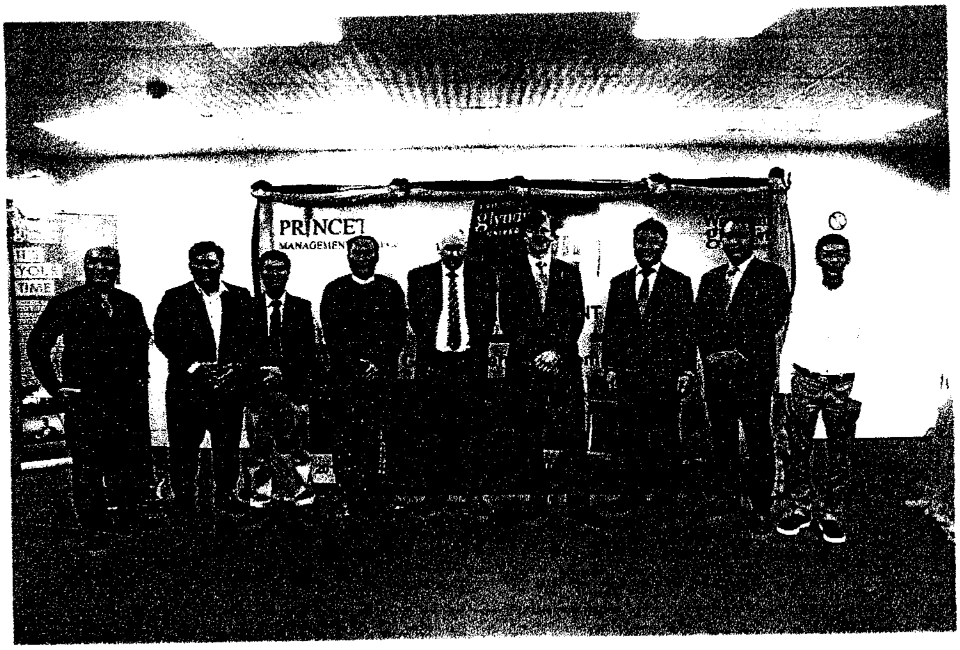


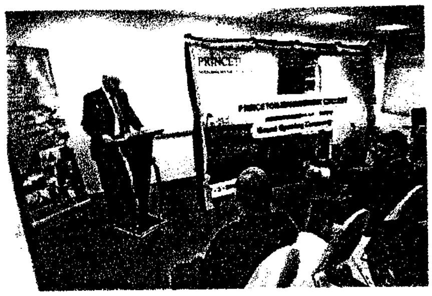
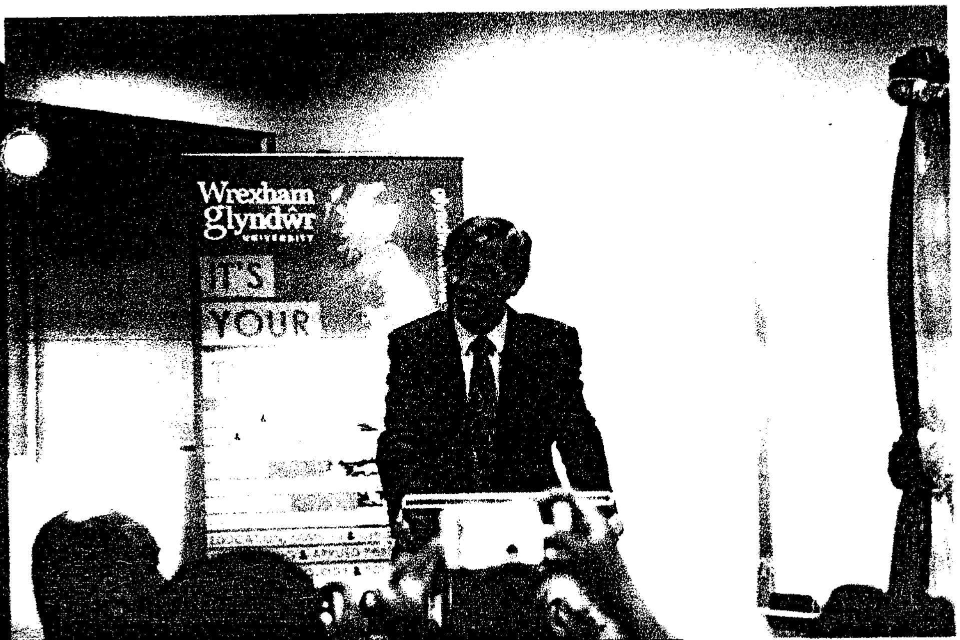






•Wrexham glyndwr University မှ Dr. Aulay Mackenzie (Pro Vice-Chancellor) နှင့် Professor Dr. Janathan Britt (Chairman of Academic & Exam Board)တို့မှ ၂၀၁၈ခုနှစ် မေလ (၂)ရက်နေ့တွင် Wrexham glyndwr University Program များ မိတ်ဆက်ခြင်းအခမ်းအနားကို Building-9, 1st Floor, MICT Park, Hlaing Towship, Yangon ရှိ Princeton Management College နှင့် Myanmar International Business Academy တွင် ကျင်းပပြုလုပ်ခဲ့ပါသည်။







2019 တွင် တိုးချဲ့ဖွင့်လှစ်မည့် သင်တန်းများ

၁။ Scottish Qualifications Authority (SQA) အဖွဲ့အစည်းကြီးမှတိုက်ရိုက်ချီးမြှင့်သော အောက်ပါ ဘာသာရပ်များအား သက်ဆိုင်ရာနယ်ပယ် အသီးသီးရှိ အရင်းအမြစ်များ ဖွံ့ဖြိုးတိုးတက်စေရန် ရည်ရွယ်၍ မြန်မာနိုင်ငံအတွင်းရှိ ဘာသာရပ်ဆိုင်ရာ ပင်မတက္ကသိုလ်များနှင့် ပညာရပ်ကျွမ်းကျင်မှုဆိုင်ရာ အသင်းအဖွဲ့များ ဖြင့်ပူးတွဲ၍ ဖွင့်လှစ် သင်ကြားနိုင်ရေး ဆောင်ရွက်သွားမည်-

Civil Engineering Program (SQA)

- SQA Advanced Certificate in Civil Engineering
- SQA Advanced Diploma in Civil Engineering

Architect Engineering Program (SQA)

- SQA Advanced Certificate in Build Environment
- SQA Advanced Certificate in Architectural Technology
- SQA Advanced Certificate in Construction Management
- SQA Advanced Certificate in Building Surveying
- SQA Advanced Certificate in Quantity Surveying
- SQA Advanced Diploma in Architectural Technology
- SQA Advanced Diploma in Construction Management
- SQA Advanced Diploma in Building Surveying
- SQA Advanced Diploma in Quantity Surveying

Art and Design Program (SQA)

- SQA Advanced Certificate in Art and Design
- SQA Advanced Diploma in Art and Design

SQA

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

National Skills Standards Authority
NSSA

Myanmar International Business Academy နှင့် မြန်မာနိုင်ငံသားများ ကျွမ်းကျင်မှု "စံ" သတ်မှတ်ပြဋ္ဌာန်းရေး အဖွဲ့ National Skills Standards Authority (NSSA) တို့ ပူပေါင်း၍ Sales နှင့် Cashier သင်တန်းများကို ဖွင့်လှစ်ရန် စီစဉ်လျက်ရှိပါသည်။

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

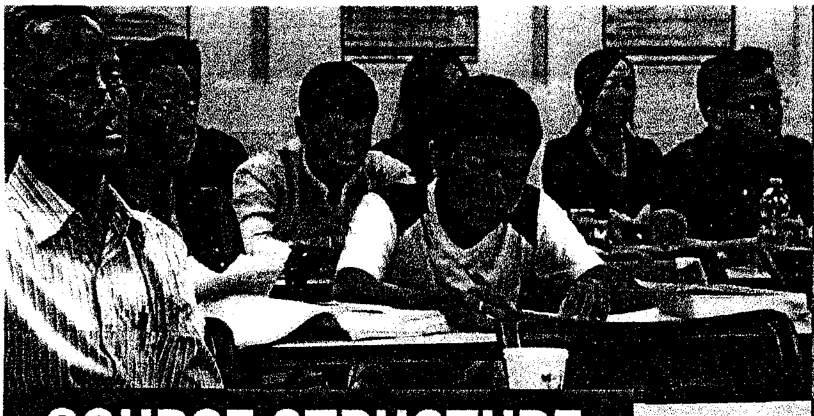
Myanmar International Business Academy

(MIBA) တွင်

ဖွင့်လှစ်သင်ကြားနေသော၊

သင်ကြားရန် စီစဉ်လျက်ရှိသော

သင်တန်းများ



UCSI University

MBA

MASTER OF BUSINESS ADMINISTRATION

COURSE STRUCTURE

Semester 1
- Financial Accounting and Analysis
- Information Technology for Managers
- Marketing Management
- Human Resource Management
- Research Methods for Business and Management

Semester 2
- Ethics and Corporate Social Responsibility
- International Business and Management
- Business Policy and Strategic Management
- Research Planning

Semester 3
- Financial Management and Policy
- Operations and Logistics Management
- Master Coursework Project

Plus one elective course chosen from the list below:
- Blue Ocean Strategy
- Supply Chain Management
- [illegible]ort and Export Management

The UCSI University MBA programme is specially designed to provide access to higher learning opportunities for both local and international practitioners and professionals. The Programme is practical-based course that incorporates tools, methodologies and frameworks of the Blue Ocean Strategy. The Blue Ocean Strategy provides a systematic appreach to making the competition irrelevant. UCSI University is the only Malaysian institution of higher learning to offer a postgratuate programme based on this frame work. UCSI University incorporates a diverse and exciting blended learning approach by imparting knowledge through workshops, presentations and case studies. UCSI University's MBA programme is supported by a team of highly qualified academicians specialising in various sectors and equipped with extensive industry experience.

The scope of studies also includes current devlopment and debates on business and management topics at both the theortical and applied levels. Graduate students will be encouraged to conduct theoretical exercises on these topics and their relevance to actual practice, in particular their applicability to small and medium-sized enterprises and industres worldwide. Industrial practitoners and corporate consultants will be featured as speakers during the programme. As a graduate programme, the MBA study promotes lifelong learning among learners to prepare them for international employment opportunities, future career development and further research and study anywhere in the world.

ENTRY REQUIREMENTS

Qualifications

- [illegible] or equivalent.
- [illegible] or equivalent.
  [illegible]

English Requirement

- [illegible]

[illegible]

Teaching and learning

The dynamic learning process involves various methods. Teaching and learning approaches may include lectures, case analysis, individual or group assignments, examinations, guest speakers, presentations, and seminars. In addition, class sizes create a collaborative and highly interpersonal environment for the students.

INTAKES

January, May and September

BA (Hons) Accounting & Finance

A9515 (R2/344/6/0199)

In line with the Faculty's innovative approach where traditional business courses are redesigned to provide students with the career mobility to tap into the growing finance industry, this is a unique programme that adds a finance edge to the popular accounting degree. Learners will be equipped with important accounting and financial knowledge to succeed in either the accounting or finance world.

Professional Recognitions and Paper Exemptions

ctim	**Chartered Tax Institute of Malaysia** *7 out of 10 papers*
CPA	**Certified Public Accountant** *All 6 foundation papers*
ACCA	**Association of Chartered Certified Accountants** *All 9 papers in Fundamentals*
CIMA	**Chartered Institute of Management Accountants** *8 papers*
ICAEW Chartered Accountants	**Institute of Chartered Accountants in England and Wales** *4 papers*
CIPFA	**The Chartered Institute of Public Finance and Accountancy** *6 papers*

SUBJECT LISTING

YEAR 1

Financial Markets and Institutions
Introductory Accounting
Statistics and Its Application
Microeconomics
Business Information System
Management Accounting 1
Business Communication
Macroeconomics
Financial Reporting Standards
Co-Operative Placement 1

YEAR 2

Business Law
Management Science
Capital Financing and Investment
Corporate Accounts
Business Research Methods
Management Accounting 2
Taxation 1
Company Law
Advanced Corporate Accounts
Corporate Finance
Management Ethics
Business Modelling and Spreadsheet
Co-Operative Placement 2
Elective 1 (Choose Two)
- *One to One Marketing*
- *Auditing 1*
- *Internet in Practice*

YEAR 3

Financial Research Project A
Strategic Financial Management
International Business
Financial Research Project B
Multinational Finance
Strategic Management
Strategic Information Systems Management
Advanced Management Accounting
Co-Operative Placement 3
Elective 2 (Choose Two)
- *Strategic Marketing*
- *Auditing 2*
- *Taxation 2*
- *Issues in Business*

*** General Courses (MPU) are compulsory for all students.**
Please refer to the last page.

ENTRY REQUIREMENTS

Qualifications:

- *UCSI Foundation year*
Minimum CGPA of 2.50, and a credit in Mathematics at SPM level

- *A-levels*
Minimum 2 D grades

English Requirement :

- *At least IELTS Band 5.5 or TOEFL 550 or its equivalent (A compulsory requirement from MQA)*

- *International students holding equivalent academic qualifications but which are not conducted in English are required to sit for the English Placement Test, which may result in the taking of the English Enrichment Programme (1 to 10 months). Students, who intend to pursue the above undergraduate programme directly, are advised to fulfil the above English requirements prior to commencing their studies at the University.*

International Degre…

Deakin University (1+2…

B Commerce Maj…

Systems / Fi…

Ca…

INTAKES

January, May and September

BA (Hons) Business Administration

A9514 (R/345/6/0448)

The demand for qualified business professionals will always be high and this programme stands out for its emphasis on hands-on learning that equips students with the knowledge needed to manage and improve a company's performance. An ever dynamic course content that evolves with the business world, students will develop their creative and decision-making capabilities by engaging with real-life case materials in a stimulating learning environment.

Professional Recognitions and Paper Exemptions

MAICSA
Leading Governance

Malaysian Institute of Chartered Secretaries and Administrators
Full exemption for Professional Diploma in Corporate Administration
3 out of 8 papers towards ICSA International Qualification

ENTRY REQUIREMENTS

Qualifications:

- ***UCSI Foundation year***
Pass, with a minimum CGPA of 2.0

- ***A-levels***
Minimum 2 principals (E)

English Requirement :

[illegible] (A+, A or A-) in the English Language subject at SPM/ [illegible] Band 5; or a score of 196 (computer-based) / 525 [illegible] (internet-based) in TOEFL; or Band 5.5 in IELTS.

[illegible] Language Requirements are not met, [illegible] take additional English module(s) [illegible] graduate programme, based on [illegible]

Intakes

January, May and September

Careers

Account manager • Business consultant • Management analyst • Project manager • Retail specialist • Sales engineer

SUBJECT LISTING

YEAR 1

Business Accounting
Business Communication
Business Information Systems
Business Law
Statistics and Its Applications
Macroeconomics
Microeconomics
Organisational Behaviour
Fundamentals of Management
Fundamentals of Marketing
Co-Operative Placement 1

YEAR 2

Company Law
Business Mathematics
Business Modelling with Spreadsheet
Business Research Methods
Management Science
Managing People
Corporate Communication
Financial Management
Managerial Accounting
Internet in Practice
Management Ethics
Co-Operative Placement 2

YEAR 3

Corporate Finance
Contemporary Human Resource Management
Final Project A
Final Project B
International Business
Organisational Development & Change
Strategic Information Systems Management
Strategic Management
Issues in Business
Entrepreneurship
Retail Marketing
Services Marketing
Co-Operative Placement 3

*** General Courses (MPU) are compulsory for all students. Please refer to the last page.**

International Degree Pathway*

- **Deakin University** (1.5+1.5)
B Commerce Major: Business Information Systems / eBusiness / Economics / Human Resources Management / International Business / International Management / International Trade & Economic Policy / Management / Quantitative Business Analysis / Supply Chain Management
- **University of Queensland (1.5+1.5)**
B Commerce Major: Accounting / Business Information Systems / Finance
B Management Major: Business Economics / eBusiness / Human Resources / International Business / Advertising / Real Estate & Development / Sustainability / Marketing
- **University of the West of England, Bristol** (2+1)
BA (Hons) Business Management

PRINCETON
MANAGEMENT COLLEGE

Miba
MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Diploma in International Business Management

- Principles of Management
- Data Analytics
- E-commerce Management
- Fundamentals of Marketing
- Principles of Economics
- Global Business Environment
- Managing Change
- International Business Communications

စင်္ကာပူနိုင်ငံ SHRM College မှ ချီးမြှင့်သော Diploma in International Business Management လက်မှတ်ရ ကျောင်းသားတစ်ယောက်သည် ခေတ်နဲ့အညီ တိုးတက်ပြောင်းလဲနေသော စီးပွားရေးမြင်ကွင်းကို လေ့လာသင်ယူရမည်ဖြစ်ပြီး စီးပွားရေးလုပ်ငန်း၏ အခြေခံဖြစ်သော ဈေးကွက်ထိုးဖောက်ရေး၊ သတင်းအချက်အလက်များကို တွက်ချက်ရေး နှင့် ဆက်သွယ်ညှိနှိုင်းရေး နည်းလမ်းအသွယ်သွယ်တို့ကို နားလည်သဘောပေါက်စေရန် ရည်ရွယ်ပါသည်။

Advanced Diploma in International Business Management

- Legal Aspects of Business
- Luxury Brand Marketing
- International Strategic Mangement
- Managing Human Capital for Service Excellence
- Accounting for Business Decision Making
- Research Methods
- Contemporary Issues in International Business
- Social Media and Business

စင်္ကာပူနိုင်ငံ SHRM College မှ ချီးမြှင့်သော Advanced Diploma in International Business Management လက်မှတ်ရကျောင်းသားတစ်ယောက်သည် ခေတ်နဲ့အညီ တိုးတက်ပြောင်းလဲနေသော စီးပွားရေးမြင်ကွင်းနှင့် အပြည်ပြည်ဆိုင်ရာ စီးပွားရေးလုပ်ငန်းများ၏ အကျိုးသက်ရောက်မှုတို့ကို လေ့လာသင်ယူ ရမည်ဖြစ်ပြီး အထ ဆန်းသစ်ခေတ်မီသောဝန်ဆောင်မှုလုပ်ငန်းများတွင်စီးပွ အလမ်းများကို ယုံကြည်ချက်ရှိရှိ ရှာဖွေလုပ်ကိုင်နိုင်ရန်

Certificate in Foundation Studies

စင်္ကာပူနိုင်ငံ SHRM College မှ အသိအမှတ်ပြုသော Certificate in Foundation Studies ကို တက်ရော
အင်္ဂလိပ်စာကို နားလည်သဘောပေါက်ပြီး အရေး၊ အဖတ်၊ အပြော 4 skills လုံး တွင် တိုးတက်
ဆက်ဆံရေးနှင့် စဉ်းစားတွေးခေါ် မှုစွမ်းအားတို့ကို သိသိသာသာ တိုးတက်စေရန် ရည်ရွ

- English Language
- Learning Skills
- Critical Thinking Skills
- Academic Research Skills
- Foundation Mathematics
- Culture Studies

Wrexham Glyndŵr UNIVERSITY

THE FLAGSHIP QUALIFICATION

Master of Business Administration

HOW WILL YOU LEARN?

- 6 modules conducted over two semesters, together with Research Methods. Dissertation would be in the third semester. Total duration will be 12 months. 100% face-to-face theory classes with practical component.

- You will learn via attending formal lectures, facilitated discussions, presentations, contributing a point of view and sustaining an argument, challenging each other, peer observation of presentations, independent study, completion of assessments and assignment feedback.

- To be awarded the MBA, you must pass all of your modules to attain 120 credits and progress to the dissertation stage. A successful completion of the dissertation is required, and 180 credits attained.



[redacted]R ASSESSMENT SCHEDULE

No.	Module Code & Title	Credits
1	BUS7AR Implementing Strategies	20
2	BUSI704 Integrated Communications	20
3	BUSI703 Financial Insights and Business Intelligence	20
4	BUS7AN Contemporary Leadership Themes	20
5	BUS7AO Evaluating Risk and Decisions	20
6	BUS7AQ Creative Change and Innovation	20
7	BUS7AM Research Methods/Dissertation	60

[redacted]gdom website for more details.

Wrexham
Glyndŵr
UNIVERSITY

NDERGRADEUATE ROGRAMME

- Bachelor of Arts (Hons) Business (Top-up) – awarded by Wrexham Glyndwr University, United Kingdom
- Bachelor of Arts (Hons) Accounting & Finance (Top up) – awarded by Wrexham Glyndwr University, United Kingdom

For WHOM?

- Students who have completed a related Level 4 & 5 Diploma qualification and would like to enroll in a credible final year degree in Business.

HOW WILL YOU LEARN?

- 4 modules and a Dissertation conducted over 3 semesters in 12 months.
- Assessment is continuous throughout each term and may include management reports, portfolio, presentation, group/individual project, forum, essays, etc.

WHAT DO YOU GET ?

Bachelor of Arts (Hons) Business awarded by the Wrexham Glyndwr University.

WHAT WILL YOU LEARN?

- **Strategic Thinking**
- **Strategic Marketing**
- **International Human Resource Management**
- **Globalization: Challenges and Opportunities**
- **Dissertation**

This course covers a range of hands-on, contemporary subjects designed to inspire and equip you for a successful career in the exciting and varied business world.

WHAT DO YOU GET ?

Bachelor of Arts (Hons) Accounting & Finance awarded by the Wrexham Glyndwr University.

WHAT WILL YOU LEARN?

- **Strategic Thinking**
- **Advanced Financial Management**
- **Audit & Assurance**
- **Financial Reporting**
- **Dissertation**

Whether you want a career in accounting or the financial services sector, our accredited degree focuses on crucial subjects relevant to your chosen career path.

Please refer to Wrexham Glyndwr University website for more details.





International Qualifications Network (IQN) UK

UK နိုင်ငံအခြေစိုက်ပညာရေးအဖွဲ့အစည်းတစ်ခုဖြစ်ပြီး UK အစိုးရအသိအမှတ်ပြု Scottish Credit and Qualifications Framework (SCQF) အသိအမှတ်ပြုမှုကို ရရှိထားပါသည်။ နိုင်ငံပေါင်း (၁၆၄) နိုင်ငံမှကျောင်းသား ပေါင်း (၁၀,၀၀၀) ကျော် မှတ်ပုံ တင်ထားသော ခိုင်မာသည့် ပညာရေးအဖွဲ့ အစည်းတစ်ခု ဖြစ်ပါသည်။





DIPLOMA IN
HUMAN RESOURCE MANAGEMENT

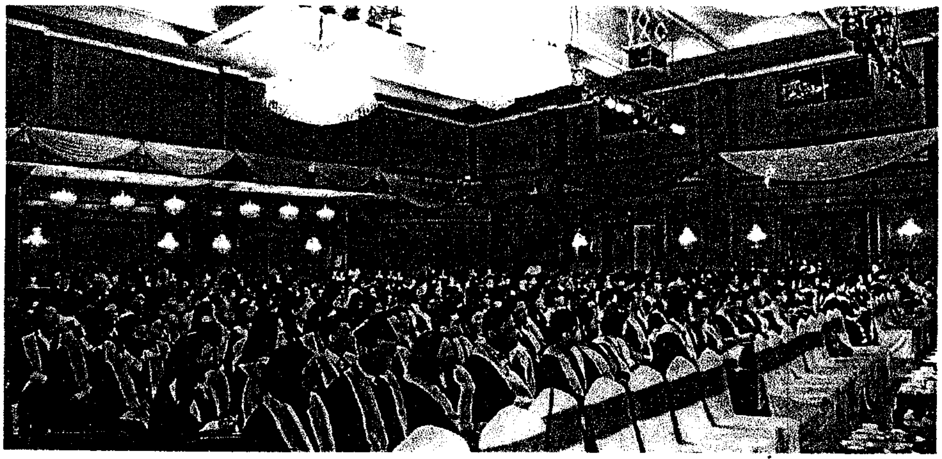
DIPLOMA IN
HOSPITALITY MANAGEMENT

HRM နယ်ပယ်တွင် အချိန်အတိုအတွင်း Professional **တစ်**ယောက်အဖြစ် ဝင်ရောက်လုပ်ကိုင်လိုသူများအတွက် **UK-Diploma** သင်တန်း

✔ The Practice of HRM ✔ Organisation ✔ Factors Afffecting Employee Behaviour ✔ Learning & Development ✔ Human Resource Planning Recruitment ✔ Selection ✔ Monitoring & Managing Performance Reward Management ✔ Employee Relations ✔ Contemporary Concetps in HRM

ဧည့်ဝတ်ပျူငှာခြင်းဆိုင်ရာ စီမံခန့်ခွဲ [illegible] အရေးပါသည့် Hospitality M [illegible] အခြေခံကျကျလေ့လာသင် [illegible] ဒီပလိုမာကို အချိန် [illegible]

✔ Introducti [illegible] Economi [illegible] The [illegible]



CERTIFIED STRATEGIC MANAGER(CSM)

DIPLOMA IN MARKETING

နိုင်ငံတကာ အသိအမှတ်ပြု Marketing ဒီပလိုမာကို အချိန် ကာလတိုတိုဖြင့် ရယူနိုင်ပြီး စီးပွားရေးလုပ်ငန်းများတွင် အသက်သွေးကြောသဖွယ် အရေးပါသော ဈေးကွက်ထူထောင်ခြင်း ပညာရပ်ကို အသေးစိတ်ကျယ်ကျယ်ပြန့်ပြန့်သိရှိနိုင်မည်။

✔ Markets and Marketing ✔ The Marketing Process: Customer Focus ✔ The Marketing Environment
✔ Customers,Buyers,Clients and Consumers ✔ Market Segmentation and Postioning ✔ Product
✔ New Product Development ✔ Place: ✔ Pricing
✔ Promotion ✔ Selling and Direct Marketing

စီးပွားရေး စီမံခန့်ခွဲမှု နယ်ပယ်တွင် Professional မန်နေဂျာတစ်ယောက်အဖြစ်ကျွမ်းကျင်စွာလုပ်ကိုင်လိုသူများအတွက် CSM ဟူသော ဘွဲ့ထူးကို မိမိကိုယ်ပိုင်နာမည်နောက်တွင် သုံးစွဲနိုင်မည်။

✔ စီးပွားရေး စီမံခန့်ခွဲမှုဆိုင်ရာ မဟာဗျူဟာများကို ဖော်ထုတ်ခြင်း၊ ရေးဆွဲခြင်းလေ့လာ ဆန်းစစ်ခြင်းနှင့် အကောင်အထည်ဖော်ခြင်းတို့ကို လေ့လာသင်ယူရမည်ဖြစ်သည်။

CERTIFIED PROJECT MANAGEMENT ANALYST

ပြောင်းလဲတိုးတက်လာမည့် စီးပွားရေးလုပ်ငန်းများ၏ Project Management နယ်ပယ်တွင် Professional တစ်ယောက်အဖြစ် ကျွမ်းကျင်စွာလုပ်ကိုင်လိုသူများအတွက် ...A ဟူသော ဘွဲ့ထူးကို မိမိကိုယ်ပိုင် နာမည်နောက် ... သုံးစွဲနိုင်မည်။

...gement Introduction ✔ Project Feasibility
...t Life Cycle ✔ Methods of Project
...nagement Tools and Techniques
...on

DIPLOMA IN BUSINESS ENGLISH

စီးပွားရေးဆိုင်ရာ အင်္ဂလိပ်စာ အသုံးအနှုန်းများကို ကျယ်ကျယ်ပြန့်ပြန့်လေ့လာနိုင်ပြီး နိုင်ငံတကာ အသိအမှတ်ပြု စီးပွားရေးဆိုင်ရာ အင်္ဂလိပ်စာ ဒီပလိုမာကိုအချိန်တိုအတွင်း ရယူနိုင်မည်။ စီးပွားရေးဆိုင်ရာ အင်္ဂလိပ်စာ (၄) Skills သုံးစွဲမှုကို အခြေခံမှုစပြီး လေ့လာနိုင်မည်။

DIPLOMA IN SUPPLY CHAIN MANAGEMENT

ခေတ်နဲ့အညီ တိုးတက်ပြောင်းလဲလာမည့် ကုန်စည်နှင့် ဝန်ဆောင်မှုများကို ထောက်ပံ့ပို့ဆောင်ရေး စီမံခန့်ခွဲမှု Supply Chain Management ဘာသာရပ်များကို အခြေခံကျကျလေ့လာ သင်ယူပြီး နိုင်ငံတကာ အသိအမှတ်ပြု ဒီပလိုမာကို အချိန်ကာလ တိုတိုဖြင့် ရယူနိုင်မည်။

✔ Introduction and History ✔ Global Supply Chain Management ✔ Planning and Designing the Supply Chain ✔ Lean Supply Management
✔ Agile Supply Management ✔ Purchasing and Supplier Selection ✔ Supply Relationship and Integration
✔ The Present and Future Challenges of SCM

စာမေးပွဲ စစ်ဆေးခြင်းနှင့် လက်မှတ် ချီးမြှင့်ခြင်း (IQN, UK Program)

IQN Diploma သင်တန်းများအတွက် စာမေးပွဲ စစ်ဆေးခြင်းပုံစံမှာ (၁) နာရီမေးခွန်း ဓမ္မဓိဌာန် ပုံစံဖြင့် ဖြေဆိုရမည်ဖြစ်ပါသည်။ Computer စနစ်ဖြင့် စစ်ဆေးမည် ဖြစ်ပါသည်။ စာမေးပွဲကြေးအား တစ်လ ကြိုတင် ပေးသွင်းနိုင်ပြီး စာမေးပွဲရက်အား တနင်္လာနေ့ မှ သောကြာနေ့ အထိ နံနက် ၉ နာရီမှ ညနေ ၂ နာရီ အတွင်း မိမိကြိုက်နှစ်သက်သော အချိန်တွင် ဖြေဆိုနိုင်ပါသည်။ စာမေးပွဲ အောင်စာရင်း ချက်ချင်း ထွက်ရှိပြီး IQN (UK) မှ ချီးမြှင့်မည့် အောင်လက်မှတ်အား ၁လခွဲ အကြာတွင် ရရှိမည် ဖြစ်ပါသည်။

Institute of Commercial Management (ICM) UK

Institute of Commercial Management (ICM, UK) သည် UK နိုင်ငံတွင် အခြေစိုက်ထားသော ပညာရေးအဖွဲ့အစည်းဖြစ်ပါသည်။ နှစ်ပေါင်း (၃၀) အတွင်းတွင် ICM လက်မှတ် ရရှိသူပေါင်းမှာ (၄) သန်းကျော် ရှိပါသည်။ စီးပွားရေး အထူးပြု ဘာသာရပ်ပေါင်း (၂၀၀) ကျော်ရှိပြီး နိုင်ငံတကာတွင် ဖြေဆိုသူပေါင်း များစွာ ရှိပါသည်။ ICM Single Subject Diploma သင်တန်းများ၏ ထူးခြားချက်ကတော့ မိမိနှစ်သက်ရာ ဘာသာရပ် တစ်ခုထဲကို ရွေးချယ် ဖြေဆိုနိုင်ခြင်း ဖြစ်ပါသည်။





Single Subject Diploma in Marketing Management

သင်ကြားမည့်အကြောင်းအရာများ

✔ Marketing in Organization & Society ✔ Marketing Process & Planning ✔ Marketing Environment ✔ Consumer Markets & Buyer Behaviour ✔ Market Segmentation ✔ Product Life Cycle ✔ Marketing Chennel ✔ Effective Advertising Programmes



Single Subject Diploma in Business Management & Administration

သင်ကြားမည့်အကြောင်းအရာများ

✔ The Organizational Backgroun[illegible] Administration ✔ The Managem[illegible] Business Administration ✔ [illegible] Organizations ✔ The Structure of Business Enterprises ✔ The Administrative Officer's Role





Single Subject Diploma in Financial Management

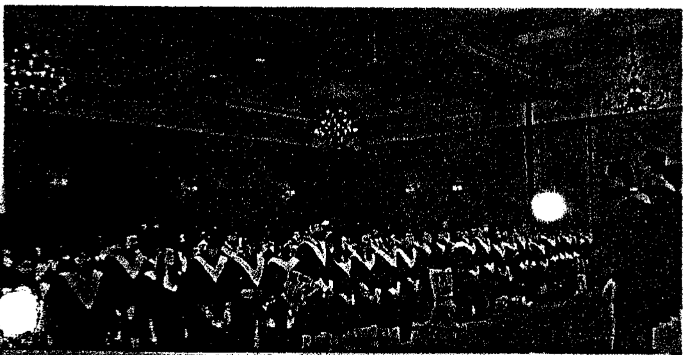
သင်ကြားမည့်အကြောင်းအရာများ

✔ Company Accounts ✔ Cash-Flow Statements ✔Accounting Ratios ✔ Accounting Standards ✔ Marginal Costing ✔ Budgeting ✔ Capital Investment Appraisal ✔ Long-term Sources of Finance ✔ Short-term Sources of Finance ✔ Reasons for Growth via Horizontal

Single Subject Diploma in Human Resource Development

သင်ကြားမည့်အကြောင်းအရာများ

✔ Introduction to Human Resource Management
✔ Strategic Human Resource Management
✔ Human Resource in Context
✔ Resourcing the Organisation
✔ Talent Management ✔ Job Design
✔ Recruitment and Selection ✔ Equality and Diversity



Single Subject Diploma in Tour Operations

[illegible]ရာများ

[illegible]ons ✔ Visitors: Initial [illegible] Tourism Product [illegible]mmodation [illegible]ating [illegible]

စာမေးပွဲ စစ်ဆေးခြင်းနှင့် လက်မှတ် ချီးမြှင့်ခြင်း
(ICM, UK Program)

ICM Diploma သင်တန်းများအတွက် စာမေးပွဲ စစ်ဆေးခြင်း ပုံစံမှာ (၃) နာရီ မေးခွန်း ပုံစံဖြင့် ဖြေဆိုရမည် ဖြစ်ပါသည်။ Exam ဖြေဆိုနိုင်သော လများမှာ March , June , September , December လများတွင် ဖြေဆိုနိုင်မည် ဖြစ်ပါသည်။ စာမေးပွဲကြေးအား (၃) လကြိုတင် ပေးသွင်းရမည် ဖြစ်ပါသည်။ စာမေးပွဲ ဖြေဆိုပြီး (၃) လကြာသော အချိန်တွင် အောင်စာရင်း ထွက်ရှိမည် ဖြစ်ပြီး အောင်လက်မှတ်အား အောင်စာရင်းထွက်ပြီး (၁)လ အကြာတွင် ICM (UK) မှ ချီးမြှင့် မည် လက်မှတ်ရရှိမည်ဖြစ်ပါသည်။

othm
approved centre

Year 2 of a Three-year UK Bachelor's degree

OTHM level 5

- Diploma in Business Management
- Diploma in Accounting and Business

RQF Level 5

Subject Areas

Diploma in Business Management

- Human Resource Management
- Strategic Marketing
- Project Management
- Business Law
- Accounting For Manager
- Business Ethics

UK Equivalence and Progressions

Level	Diploma	Progression
LEVEL 6	**OTHM Level 6 Diploma** (Equivalent to Final year of a three year UK Bachelor's degree)	Direct entry on to UK Masters programmes
LEVEL 5	**OTHM Level 5 Diploma** (Equivalent to Year 2 of a three year UK Bachelor's degree)	Direct entry on to UK Degree Final Year top-up
LEVEL 4	**OTHM Level 4 Diploma** (Equivalent to Year 1 of a three year UK Bachelor's degree)	Direct entry on to UK Degree 2nd Year
LEVEL 3	**OTHM Level 3 Diploma** (Foundation Level)	Direct entry on to UK Degree 1st Year

စာမေးပွဲ စစ်ဆေးခြင်းနှင့် လက်မှတ် ချီးမြှင့်ခြင်း (OTHM UK Program)

OTHM Diploma သင်တန်းများအတွက် စာမေးပွဲ [illegible] (Assignment) ပုံစံဖြင့် ဖြေဆိုရမည် ဖြစ်ပါသည်။ သ[illegible] (Assignment) တင်ရမည်ဖြစ်ပြီး ထိုစာစဉ်များအား ရမှတ်များ[illegible] OTHM သို့ [illegible] ပေးပို့မည်ဖြစ်ပါသည်။ OTHM မှ စစ်ဆေးပြီ[illegible] သင်တန်းပြီးဆုံး၍ (၃) လကြာသော အချိ[illegible] OTHM (UK) [illegible] ဖြစ်ပါသည်။

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Myanmar International Business Academy

(MIBA) မှ

တည်ထောင်သူ Director နှင့်

Academic Board အဖွဲ့မှ

ဆရာ၊ ဆရာမများ၏ Profile များ

Director Profile

MR KYAW THU AUNG



Executive Summary

- I hold a Bachelor degree holder of Computer Science from the University of Computer Studies, Yangon, Myanmar (2003) as well as an advanced Diploma in Business Administration holder from Association of Business Executives (ABE), UK
- From 2002 to 2003, I worked for Bagan Cybertech Co., Ltd as a Marketing Executive and Senior Marketing Executive. Then I joined in Nikon Showroom and service center, as Sales & Marketing Manager from Feb 04 to Dec 06
- From Feb 07 to Oct 07, I were employed as brand manager for Toshiba notebook showroom (iSHOP) and service center (iSERV), Lucky Bird Trading Co Ltd (Myanmar)
- In Singapore , I worked in AAAs Com Solution as as Product Executive from Jan 08 to Oct 08 with SPass.
- From Oct 08 to Feb 13 , I worked for Kah Hock Pte Ltd , Singapore as Marketing Executive and Regional Sales Manager , who taking care *Myanmar and Cambodia Market for IT , mobile products distribution with EP pass
- From Feb 13 to April 14 , I worked for NEC Corporation , Yangon Branch Office as General Manager
- From April 14 to March 15 , I worked with HTC Myanmar Representative Office as Head of Business Development cum Country Head .
- From March 15 to Present ,I set up Myanmar International Business Academy – Business School in Yangon and Mandalay .

Personal Particulars

Date of Birth	28, December, 1979, Single
ationality	Myanmar,
uage Proficiency	English and Myanmar Language

LOR OF COMPUTER SCIENCE
uter Studies, Yangon

Business Executives (UK)

BUSINESS ADMINISTRATION
Executives (UK)

TRATION
es (UK)

NISTRATION

Awarded by Association of Business Executives (UK)

Jun 99, CERTIFICATE IN BUSINESS ADMINISTRATION
Awarded by Thames Management Center

Courses / Training

WORKSHOPS:

- 24-29 Mar, 03, E-business Workshop for Myanmar Entrepreneurs Organized by the GMS Business Forum
- 18-19 May 02, Internet Strategies for Business and Customer Relationship Management Seminar, Organized by Myanmar Computer Federation and Asia Institute of Technology (AIT)
- 16-18 Dec 00, Electronic and Mobile Commerce Workshop Organized by school of Management of Asia Institute of Technology (AIT) and AIT Alumni Association (Myanmar)

Skills Summary

- Strategic Business Planning and Operation , Strategic Marketing Planning ,Media Planning
- Events Management, Financial Planning and Cash Flow Management,
- General Operation Management in terms of sales , marketing , HR , finance , service .
- Sales Management and Managing Sales Team , Quality Service Standard operation
- Microsoft Words, Microsoft PowerPoint, Online Web Advertising and Microsoft Excel
- Computer Networking Fundamentals, Internet and Email Outlook

Professional Experience

March 2015 to Present

MIBA MYANMAR INTERNATIONAL BUSINESS ACADEMY

PRINCETON MANAGEMENT COLLEGE

Chief Executive Officer

MYANMAR INTERNATIONAL BUSINESS ACADEMY
Princeton Management College
Pacific Prime Business School
Geneva Business School , Yangon Campus

[illegible] 2015

htc

HTC MYANMAR REPRESENTATIVE OFFICE
Head of Business Development cum Country Head ,
(ba;ed in Yangon Branch)

[illegible] annel sales and Sales Process from PO collection to [illegible] customer's destination
[illegible] ct presentation to distributors and media as well as [illegible]
[illegible], roadshow and various kinds of marketing and [illegible]
[illegible] operators for operators bundling promotion
[illegible] er , Line
[illegible]

- Retail Marketing activities to promote retail experience for HTC Smart phone
- Carrying out management functions , PLOC with effectively and efficiently use of resources and focus on increasing business outputs

Feb 2013 to April 2014 | **NECCORPORATION-JAPAN**
General Manager, based in Yangon Branch

NEC

- Manage branch account and expenses Handle with the government concerns (company registration ,opening company bank account)
- Handle with the legal concerned issued (company registration , opening company bank account)
- Arrange business trips for president , vice president from NEC HQ ,Japan to Nay Pyi Daw for the purpose of meeting with Minister , Deputy minister , senior government officers
- Organize the company launching events (Opening Ceremony in Nay Pay Daw)
- Present about company profile and technology solutions to potential customers

Coordinate the project between Japan HQ and Myanmar government, MCIT, Ministry of Transport:

- JICA ODA project for urgent improvement communication in Myanmar
- The nationwide weather forecasting system including river water level measurement , earth quake sensors and control station with broadcasting for warning system

Source the new tenders for Myanmar Government (Ministry of Communications and information technology):

- IP transit tenders
- Microwave tenders

Create new projects / business by coordination with government office & private companies National ID solutions:

- Security CCTV systems in Yangon Metro Area and major cities
- Airport solution system
- Agricultural solution system

Working Experience & Station in Singapore from Jan 2008 to Feb 2013:

Oct 2008 to Feb 2013 | **Kah Hock Pte Ltd, Singapore**
Regional Sales Manager, based in Singapore

KH

We specialize in import, export and trading of various products categories such as consumer [illegible] electronics, sand and liquefied petroleum gas (LPG). We currently have a [illegible] and Cambodia. Throughout the years we have established several [illegible] to handle our diversified business operations. Our head office [illegible] Singapore with a regional office in China]

- [illegible] Notebook , Netbook , LCD, Projectors , Samsung IT & [illegible] book , LCD , LCD TV & various Mobile SKUs , ASRock [illegible] networking products , IT accessories as well mobile [illegible]
- [illegible] dia . Travels often over Myanmar , Cambodia , [illegible] to Taiwan and china

- Deal with Acer Thailand , Acer Singapore , Samsung Thailand (TSE), Singtech Singapore ,ASRock Taiwan , i.e various suppliers from Taiwan , China, Malaysia , Thailand & Singapore for carrying IT and mobile products and to do OEM notebook and mobile SKUs
- Coordinate with brand owners , implementing promotions and marketing activities in Myanmar and Cambodia Countries
- Meet regional sales financial objectives by forecasting requirements; prepare annual budget; scheduling expenditures; analyzing variances; initiating corrective actions
- Establish sales objectives by creating a sales plan and quota for districts in support of national objectives
- Maintain and expand customer base by counseling district sales representatives; building and maintaining rapport with key customers; identifying new customer opportunities
- Handle shipment to respective countries from Singapore or China
- Accomplish sales and organization mission by completing related results as needed
- Recommend product lines by identifying new product opportunities, and/or product, packaging, and service changes; surveying consumer needs and trends; tracking competitors
- Analyze and provide market analysis to improve product service positioning and increase effectiveness of the sales team
- Advise senior management team on sales directions, competitors and market trends

Achievements:

- Achieved regional sales operational objectives by contributing regional sales information and recommendations to strategic plans and reviews
- Prepared and completed action plans; implementing production, productivity, quality, and customer-service standards; resolved problems; completed audits; identifying trends; determining regional sales system improvements; implementing change

Additional Responsibilities:

Oct 08 to Jan 11 **General Manager, Cyber City Co.,Ltd, Myanmar Branch of Kah Hock Pte Ltd)**

- Manage nationwide distribution in Samsung mobile & IT , Acer , Singtech IT & Mobile , Atake , ASRock , Tenda , Linksys , Orange , Mobile Gear, BenQ ,Dell
- Manage IT & Mobile Retail Shops by the name of Notebook City
- Take care 5 branches office (one head office , 2 distribution offices , 2 Service Centers and showrooms) covered by 150 staffs
- Participate in corporate strategic planning and implement strategic goals and objectives
- Implement programs that include marketing, sales, purchasing, distribution, accounting/finance, safety, education and employee services

Take on primary responsibility for efficient, cost-effective facility operations
Prepare budget and sales forecasts with chief operating officer
[illegible]iew financial and operating reports
[illegible] all departments on daily basis
[illegible]orate credit staff with collection of customer accounts
[illegible], bonus and commission schedules in line with budget and operating [illegible]
[illegible]etary and corporate guidelines, expenditures for capital equipment
[illegible] activities of the facility, overseeing that work is accomplished by [illegible]isors, and that it is consistent with corporate policies and [illegible]
[illegible]gement is consistent with sales, cash flow and financial [illegible]
[illegible]icing, accounting and customer service
[illegible]okesperson for the facility
[illegible]nd implement professional developmental plans [illegible]managers
[illegible]
[illegible]nd service problems

- Keep up with the industry trends, attend trade shows, conventions and seminars as appropriate or as directed
- Promote equal opportunity and affirmative action employment practices
- Maintain proficiency in computerized systems and other technologies as required
- Follow company policies and procedures
- Other duties/responsibilities as assigned by the chief operating officer
- Promoting our products and brands in resellers shops

Reason for leaving: Wanted to base back Myanmar to take care of his family

Jan 2008 to Oct 2008

AAAs Com Solution Pte Ltd

AAAs COM SOLUTION CO.LTD (SINGAPORE)
Product Executive, Based in Singapore

- Sale of Notebooks & desktops at own retail showroom
- Supervise Sales Promoters at own retail showroom and ICT Exhibitions
- Plan to get more traffic in stores
- Participate in Singapore ICT Exhibition
- Competitor survey and pricing survey
- Handle Stock turnover
- Participate in house promotion at own showroom
- Create bundle promotion for notebook & desktop selling

Feb 2007 to Oct 2007

TOSHIBA

TOSHIBA NOTEBOOK ISHOP & ISERV
Brand Manager (Toshiba), (Luckybird Trading Co Ltd)

- Plan Marcom Activities(Promotions, Advertising, PR)
- Manage the sales channels (showroom, dealers, road show sales)
- Market Research for notebook market and copier market
- Notebook pricing survey & competitors analysis
- Branding Activities-Differentiations ,Branding awareness, Branding perception , Branding status analysis
- Design CRM, reliable customer service system & customer database
- Deal with resellers and key account customers

Reason for leaving: Career opportunity in based in Singapore

[illegible] 2006

Nikon

NIKON SHOW ROOM & SERVICE CENTER
Oct 04 to Dec 06 Sales & Marketing Manager
(Special Styles Photo & Electronics)

Feb 04 to Oct 04 Asst. Sales & Marketing Manager

- [illegible] service system & customer database
- [illegible]umers
- [illegible] Cameras & accessories
- [illegible]ales
- [illegible]LR and DSLR
- [illegible]future demands
- [illegible] and camera parts
- [illegible]stomer service reports to Managing Directors

- Make new product launching and presentation to photographers
- Create and plan promotion road shows to consumers
- Make promotion calendars & dealers sales packages
- Find and deal with potential dealers & corporate customers
- Training for sales & marketing staffs
- Analyze competitors' models ,digital market peak season & trend

May 2002 to Dec 2003 **BAGAN CYBERTECH CO LTD/ YADANARPON TELEPORT**

Bagan Cybertech
INTERNATIONAL DATA COMMUNICATION SERVICE CENTRE

[Myanmar Teleport (Bagan Cybertech Co Ltd) is Internet Service Provider , selling and servicing BaganNET Dial up Account , Mail4u emails accounts & ACCESS connection kits, ADSL Broadband system , Broadband Wireless System and iPSTAR satellite system]

Oct 02 to Dec 03 **Senior Marketing Executive,**

- Develop marketing communication channels and distribution channels for mail4u emails services & Access kits
- Survey & deal with cyber cafés traffic and resellers' status
- Lead BaganNET consumer services promotion campaigns & projects
- Create reseller's POS display for Access kits & Mail4u

May 02 to Dec 03 **Marketing Executive**

- Make sales call for iPSTAR , Broadband Wireless , Corporate Dial up account & Individual dial up account
- Find the potential customers and the new market segments
- Take care customer service, after sales service, customer complaints solving process
- Make product and service presentations to government and associations

Myanmar International Business Academy

Academic Chair Person



Dr. Jonathan Britt

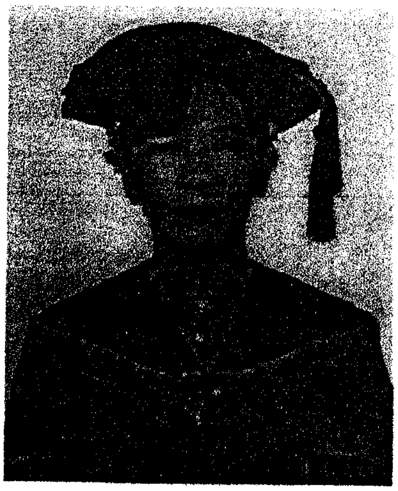
B.A. (Hons) Mathematics	University of Warwick	1969
M.Sc Mathematics	University of Warwick	1970
Ph.D Mathematics	University of Southampton	1982

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Academic Chair Person	Myanmar International Business Academy	2018	Present
2.	Academic Director	SHRM College	2013	Present
3.	Director – Academic	Informatics Education Ltd, Singapore	2012	2013
4.	Dean	Avm Foundation, Philippines	2010	2012
[illegible]	[illegible]ector, Center For [illegible] Studies	Inti International University College,Malaysia	2007	2008
[illegible]	[illegible]demic	Informatics Education Ltd, Singapore	2006	2007
[illegible]	[illegible]	University of Portsmouth, [illegible]K	2002	2006
[illegible]	[illegible]	[illegible] of Portsmouth,	2000	2002
9	Collaborative Programmes Coordinator, Computing	University of Portsmouth, UK	1997	2000
10.	Chairman of Departmental Quality Assurance Committee	University of Portsmouth, UK	1995	1998
11.	Subject Assessor for Computer Studies/Science	HEFCE	1993	1994
12.	Chairman of PBS, later Milton Campus, Computing Committee	University of Portsmouth, UK	1992	1997
13.	Departmental Course Coordinator	University of Portsmouth, UK	1991	1994
14.	Principal Lecturer	Southampton Institute of Higher Education	1988	1990
15.	Senior Lecturer	Southampton Institute of Higher Education	1978	1988
16	Lecturer II	Southampton Institute of Higher Education	1972	1978
17	Lecturer I	Filton Technical College	1971	1972
18	Assistance Lecturer	Filton Technical College	1970	1971

Myanmar International Business Academy

Vice - Chair Person



Dr. Khin May Than

Ph.D (Economics)	Yangon University of Economics, Myanmar	2007
M.Econ (Statistics)	Yangon University of Economics, Myanmar	1986
B.Econ (Statistics)	Yangon University of Economics, Myanmar	1978

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Vice - Chair Person	Myanmar International Business Academy	2018	Present
2	Professor/ Head	Department of Statistics, Yangon University of Economics	2007	2016
3	Professor/ Head	Department of Statistics, Monywa Institute of Economics	2005	2007
[illegible]	[illegible]ate Professor	Department of Statistics, Monywa Institute of Economics	2003	2005
[illegible]	[illegible]	Department of Statistics, Yangon University of Economics	1995	2003
[illegible]	[illegible]	[illegible]rtment of Statistics, [illegible] University of [illegible]	1990	1995
[illegible]	[illegible]	[illegible] Statistics, [illegible]y of [illegible]	1980	1990

Myanmar International Business Academy

Academic Board Member



Dr. Win Min Than

B.A (Economics)	Yangon Institute of Economics	1980	1985
M.A (Economics)	Yangon Institute of Economics	1993	1996
D.T.S.M(Diploma of Tourism Studies and Management)	University of Yangon	2004	2005
Ph.D (Economics)	Yangon University of Economics	2012	2017

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Tutor	Yangon University of Economics	1986	1997
2	Assistant Lecturer	Yangon University of Economics	1997	2002
[illegible]	Lecturer	Yangon University of Economics	2002	2015
[illegible]	[illegible]or Lecturer	Myanmar Accountancy Council	2015	2017
[illegible]	[illegible]	Ever Up Human Resource Institute	2015	2017
[illegible]	[illegible]	Maha Mya Kywun Tha [illegible]ademic Centre	2015	2017
[illegible]	[illegible]	[illegible]nal Language and [illegible]ntre (ILBC)	2015	2017
[illegible]	[illegible]	[illegible]ational [illegible]y	2015	2017
[illegible]	[illegible]	[illegible]ional [illegible]y	2017	Present

Myanmar International Business Academy

Academic Board Member



Dr. Hla Nyunt

Ph.D (Business and Management)	Rochville University (U.S.A)	2010	2012
Master of Public Administration (M.P.A)	Yangon University of Economics. (Y.U.E)	2004	2006
Diploma in Management and Administration(D.M.A)	Yangon University of Economics. (Y.U.E)	1994	1996
Bachelor of Economics (B. Econ)	Yangon University of Economics. (Y.U.E)	1971	1975

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Academic Board Member	Myanmar International Business Academy	2018	Present
2.	Deputy Managing Director	Global Treasure Bank	2014	To date
[illegible]	Principal	AYA Bank	2010	2013
[illegible]	[illegible]ancial Accountant	Nan Hong Construction and Engineering (Singapore)	2009	2010
[illegible]	[illegible]	Central Bank of Myanmar	1977	2009

Myanmar International Business Academy

Academic Board Member



U Win Thu Aung

Core Business Certificate	Harvard Business School, Harvard University, USA	May 2015	Sep 2015
Advanced Project Management Certificate (Stanford Certified Project Manager)	Stanford University, USA	Jan 2014	Feb 2015
M.P.A	University of Illinois, Springfield, USA	Sep 2007	Dec 2009
B.A (Political Science)	University of Nevada, Las Vegas, USA	Aug 2003	Aug 2006
Associate Degree (Information Technology	College of Southern Nevada, USA	Jan 1999	May 2002

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Academic Board Member	Myanmar International Business Academy	2018	Present
[illegible]	CEO	Myanmar Microfinance Association	2017	2018
[illegible]	[illegible]ance Instructor	Myanmar Institute of Finance, Yangon, Myanmar	June 2016	Present
[illegible]	[illegible]	RHC Technological Institute, Yangon, Myanmar	Oct 2015	June 2016
[illegible]	[illegible]	[illegible]ielsen Media Research Inc, [illegible] York, USA	May 2007	July 2015
[illegible]	[illegible]	[illegible]ail Group Inc.,	Jun 2005	May 2007
[illegible]	[illegible]	[illegible] Group [illegible] USA	Jan 2003	May 2005
[illegible]	[illegible]	[illegible]ces, Las	July 1999	Dec 2002

Myanmar International Business Academy

Honourable Academic Board Member



U Hla Thaung

B.A.R.L.DMA (II)

Diploma in Management and Administration (2nd Years)

Professional Experience

Banking Experience	-	1958 to date
	-	Retired as General Manager of Myanmar Investment and Commercial Bank (MICB) Yangon 1995
	-	Chief Representative (UOB) since 1998 to 22.2.2015
	-	Senior Advisor (UOB) Yangon, 23.2.2015 to 23.2.16
Training Courses	-	Second Senior Offivers Training conducted by Central Bank of Myanmar (1972 November)
	-	Second General Development Banking Course conducted by ADB in Yangon (1974 December)
	-	Second Project Impiementation and Supervision Course conducted by ADB in Yangon (November 1985)
	-	Second reorientation course on Project Follow up under Technical Assistance Special Fund (TASF) ADB (1987)
	-	International Trade Financing UOB Group (1995)
	-	Foreign Trade and Foreign Exchange conducted by ABN AMRO Bank Netherland 1997 at Yangon
Training Overseas	-	Staff College, Westminster Bank, UK (Feb 1963)
	-	Study Tour - Siam City Bank, Bangkok, Thailand (1994)
	-	Study Tour - Bank Indosuez, Singapore & Bangkok (1995)
	-	Study Tour - United Overseas Bank, Singapore & Malaysia, China, Thailand (2001 - 2014)
[illegible]eas	-	Co-ordination metting for Joint Venture between Myanmar May Flower Bank and Siam City Bank (199[illegible])
	-	Co-ordination Meeting on India-Myanmar Border Trade Agreement Imphal, Manipur, India (Jan 1995)
	-	30th anniversary and Annual meeting of Asian Development Bank (ADB) at Fukuoka, Japan (May 1997)
[illegible]		In house , training course at MICB on International Banking
		[illegible]nducted General Banking and International Banking courses at
		[illegible]awaddy Bank
		[illegible]rative Bank
		[illegible]itizen Bank
		[illegible] Bank
		[illegible]ndustry Development Bank
		[illegible]
		[illegible]pment Bank
		[illegible]ion for Certificate Level Course on Trade Finance
		[illegible]nce subject at Empower Consulting Co
		[illegible]e of Banking (MIB) at Myanmar Bank Association (MBA)
		[illegible]ay and General Banking Course at MIB

Medal Awarded

Awarded good Public Service Medal - 1996

Author for books on Banking and Finance Subject in bilingual

(1) Dictionary for Banking and Finance (Year 2006)

(2) Leading Case Law, Statutory Law and International Frauds in Banking (Year 2009)

(3) International Banking and Finance for International Trade (Year 2011)

(4) Dictionary for International Banking, Trade, Finance and Investment Terms (Year 2012)

(5) A collection of Knowledgeable Articles in English (2013)

No (1) and (2) books won Literary prizes for Reference Category and Economic Category in 2017 and 2010 respectively.

Myanmar International Business Academy

Senior Lecturer



Daw Lae Lae Win

MBF(Thesis), Master of Banking and Finance, Title of thesis is A Study on the Performance Management of the NNGOs in Myanmar	Yangon Institute of Economics, Myanmar (2015-2016)	2015 January	February 2018
Affiliate, Association of Chartered Certified Accountant,	ACCA, UK	June 2008	December 2014
M.Com(Thesis)	Institute of Economics, Yangon, Myanmar	1995	Not finished the Thesis
B.Com	Institute of Economics, Yangon, Myanmar (1991)	1984-85	1991-1992
Group Diploma in Management Accounting	London Chamber of Commerce &Industry - LCCI	Jan 2009	June 2009
Group Diploma in Accounting,	London Chamber of Commerce &Industry - LCCI	Jan 2009	June 2009

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Full – time Lecturer	Myanmar International Business Academy	2018	Present
2.	Finance and Operations Director	Thabyay Education Foundation-Kant Kaw Education Centre, Yangon, Myanmar	August 2013	August 2018
3.	Finance Manager	DIETHELM TRAVEL CO., LTD INSIGHT MYANMAR TOURISM CO.,LTD. (MERGER WITH DIETHELM TRAVEL) 405, CORNER OF MERCHANT ROAD AND 45TH STREET, YANGON, MYANMAR	21 August 1995	30 June 2013
[illegible]	Chief Accountant	Dagon Construction Co., Ltd.	01 August 1993	31 July 1993
[illegible]	[illegible]nt	Wah Wah Win Construction Co., Ltd.	01 September 1991	30 June 1993
[illegible]	[illegible]	Leplanteur Restaurant, University Avenue Road, Yangon, Myanmar	April 2013	Till now
[illegible]	[illegible]	[illegible]ellent Choice(ACCA training [illegible] June 2011 [illegible]ing, P2 – Corporate [illegible] [illegible]ness Training Centre [illegible]nagement, F6 – [illegible] [illegible]g, F8 – Audit and [illegible]	January 2010	June 2011
		[illegible]ent, P1 – [illegible] [illegible]g, P3 – Business [illegible]	January 2013	December 2014

Myanmar International Business Academy

Senior Lecturer



U Khoon Htoo

MBA	Yangon Institute of Economic	2002	2004
B.E	Yangon Institute of Technologies	1985	1999

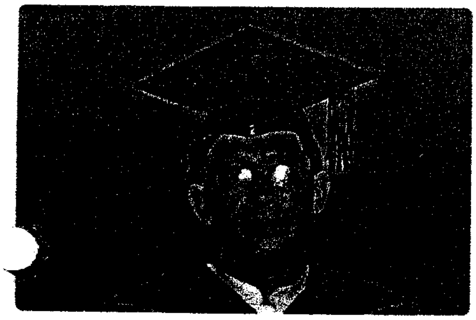
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Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Full – time Lecturer	Myanmar International Business Academy	2018	Present
1.	Marketing Manager	Cherry Oo Watch (Naing family)	2004	2005
2.	HR Manager	Manadaly Shwe Yee	2005	2006
[illegible]	G.M	Manadaly Shwe Yee	2006	2008
[illegible]	[illegible]g Advisor	Naing Group Construction	2011	2014
[illegible]	[illegible]	Myanmar Imperial College	2014	2016

Myanmar International Business Academy

Senior Lecturer



U Lwin Aung Soe

B.A.(English)	Rangoon Arts and Science University	1977	1981

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Full – time Lecturer	Myanmar International Business Academy	July of 2017	Present
2	Teacher	Sein Kant Kaw Pwint (private school in Yangon)	2013	2015
3	Teacher	Kan Zun Inn (private school in Myeik)	2013	2013
[illegible]	Teacher	Private tuitions in Tokyo, Saitama-ken & Kanagawa-ken, Japan	2008	2012
[illegible]	[illegible]turer	Department of English at Police Academy, Bangkok, Thailand	1990	1991
[illegible]	[illegible]	[illegible]epartments of English at [illegible] Institute of Economics [illegible]on University	1982	1988
[illegible]	[illegible]	[illegible]s in Rangoon	1982	1990

Myanmar International Business Academy

Senior Lecturer



U Aung San Kyaing

BSc (Maths)	University of Mandalay, Myanmar	1984	1994
Certificate of Adavance Business Studies	Institutite of Economics, YangonUniversity Myanmar	July 1998	Feb 1999
Diploma in Business Studies	Institute of Economics, Yangon Universit Myanmar	July 1999	Mr 2000
Diploma in Business Law, LawDepartment	Yangon University Myanmar	July 2009	Feb 2010
Global MBA, Business Administration	UTCC,University of Thai Chamber of Commence	Nov 2013	Aug 2015

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Full – Time Lecturer	Myanmar International Business Academy	2017	Present
	EXPERT TRAINER (Hospitality and Tourism)	Develop the curriculum for middle and senior management	Feb 2016	till
	[illegible] the curriculum [illegible]d senior [illegible]	Conduct the training for people management soft skills		
	[illegible]R	Seven Stars Hospitality	Apr 2015	Jan 2016
	[illegible]	[illegible]tion Service Co Ltd [illegible]KY Chef (Lufthansa [illegible]lding Ltd))	SEPT 2014	MAR 2015

Myanmar International Business Academy

Senior Lecturer



U Yin Win Hlaing

B.Ecom (Hons)	Mawlamyine University	1986	1993
MPA (Master of Public Admiration)	Yangon Institute of Economics	2009	2012

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Part time Lecturer	Myanmar International Business Academy	2017	Present
2.	Freelance Maths Teacher	Star Education	2001	2011
3.	Quantitative Method (MBA) Online Student	Freelance	2013	2017
	QM (ABE) Project Management BE,OTHM,IQN)	YEA,MIBA,IIP	2016	Present

Myanmar International Business Academy

Lecturer



U Mg Mg Win

Doctorate of Business Administration (Candidate)	SMC University, Switzerland
Master of Business Administration (MBA)	Victoria School of Management, Switzerland
Adv. Dip in Travel, Tourism and Hospitality Management	QA, Staffordshire University, UK
Diploma in Travel, Tourism and Hospitality	Shelton College International, Singapore
Certified Human Resources Professional (CHRP)	American Institute of Certification, USA
• Certified Corporate Trainer	Management and Strategy Institute (USA)
Diploma in Electrical Installation	Glory Training Center 2005

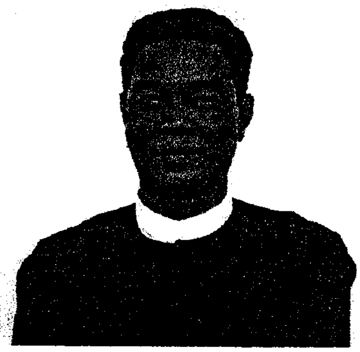
Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Full – time Lecturer	Myanmar International Business Academy	2017	Present
[illegible]	[illegible]ct Liaison Officer	Luxembourg Agency for Development	2015 September	Current
[illegible]	[illegible]sistant- [illegible]	The World Bank Group	2013 August	2015 August
[illegible]	[illegible]	[illegible]assy of the Republic of [illegible]	April 2011	July 2013
[illegible]	[illegible]	[illegible]irport Hotel, [illegible]rab [illegible]	2009 Sep	2011 March
[illegible]	[illegible]	[illegible],	February 2008	September 2008

Myanmar International Business Academy

Lecturer

U Ye Lwin



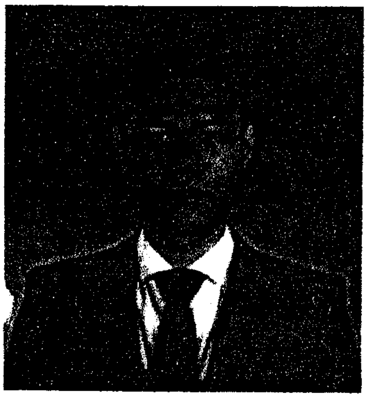
B.Ecom (Stats)	Yangon University of Economics	1984	1992
MBA	Yangon University of Economics	2012	2015

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Part – time Lecturer	Myanmar International Business Academy	2017	Present
2.	Freelance Maths Teacher	Star Education	2001	2011
3.	Quantitative Method (MBA) Online Student	Freelance	2013	2017
	QM (ABE) Project ...nagement ... OTHM,IQN	YEA,MIBA,IIP	2016	2017

Myanmar International Business Academy

Lecturer



U Han Sein

1. Bachelor of Arrts in English (2016)

(Yangon University of Distance Education)

2. Professional Qualifications in Examinations (Expected 2016)

(The Institute of Chartered Shiprokers, United Kingdom)

- Ship Operations and Management
- Legal Principle in Shipping Business
- Offshore Industry Support

3. Professional Qualification in Examinations (2014)

(The Institute of Chartered Shipbrokers, United Kingdom)

- Economics of Sea Transport and International Trade
- Shipping Business
- Logistics and Multimodal Transportation
- Introduction to Shipping

4. Diploma in Logistic Management (2012)

(Sngapore Institute of Materials Management, Singapore)

5. Sophomore Year in Computer Studies (2006)

(University of Computer Studies, Yangon)

Professional Experience

[illegible]	[illegible]	Organization Name	Start Date	End Date
[illegible]	[illegible]	[illegible]nmar International [illegible] Academy	2017	Present

Myanmar International Business Academy

Lecturer

U Aung Ko Ko

Master in HRM	Haiot-Watt University, Edinburgh Business School	March 2014	2017
M.B.B.S	University of Medicine(2)	2002	2009

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Part – time Lecturer	Myanmar International Business Academy	2017	Present
2.	Freelance Trainer and Consuntant	Self-employed	October 2015	-
	HR Manager	YKKO Group of Co,Ltd.	January 2015	August 2015
	[illegible]ger	Premium Distubution	February 2014	September2014
	[illegible]	Naing Group Construction	February 2010	June 2013

Myanmar International Business Academy

Lecturer

U Saw Cary Win

Bachelor of Science in Botany	Yangon University, Myanmar	1991	1995
Diploma in Hotel Management	SHATEC		
Hospitality Trainer Certification	American Hotel & Lodging Education Institute		

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Part – time Lecturer	Myanmar International Business Academy	2017	Present
2.	Project Director (HR)	KBZ Bank	June 2017	Present
[illegible]	AVP, Head of HR [illegible]ervices	Telenor Myanmar Limited	April 2014	June 2016
[illegible]	[illegible] Manager	Shangri-La Hotel, Doha, Qarter	May 2013	April 2014
[illegible]	[illegible]	The Mulia, Mulia Resort & Villas, Bali, Indonesia	June 2012	February 2013
[illegible]	[illegible]	[illegible]raders Hotel Dubai, U.A.E	August 2005	June 2012
[illegible]	[illegible]	[illegible] of Pall Mall, [illegible]	Jan 2002	Aug 2005

Myanmar International Business Academy

Lecturer

U Kyaw Kyaw Soe

B.A	University of mawlamyine	1993
Diploma in Business Law	Yangon Institute of Economic	2000
Diploma in Business Law	University of Yangon	2002
Diploma in International Law	University of Yangon	2004
Master of Public Administration	Yangon Institute of Economic	2011
Master of Banking and Finance	Yangon University of Economic	2015

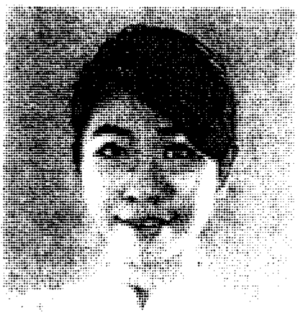
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Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Part – time Lecturer	Myanmar International Business Academy	2017	Present
	Deputy General Manager	Myanmar Oriental Bank	1993	2012
	[illegible] General Manager	Asia Green Development Bank	2012	2015
	[illegible]	Asia Green Development Bank	2015	Up to Date

Myanmar International Business Academy

Assistant Lecturer



Daw Chue Myat Chel

B.C.Sc	University of Computer Studies, YGN	2013
Dip. Business Law	University of Yangon	2016
MBA	Yangon University of Economics	2019

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Full – time Lecturer	Myanmar International Business Academy	2017	Present
2.	Marketing Executive	Nexus English Language Learning Center	2012	2015
3.	Part – time Lecturer	Thayapar Gratis Training Center	2017	2018
[illegible]	Academic Coordinator	Myanmar International Business Academy	2018	Present
[illegible]	[illegible]e Lecturer	Princeton Management College	2018	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Ei Hay Mann Soe

MBA	Yangon University of Economics Department of Management Studies	2019
BBA (Qualified)	Yangon University of Economics	2016

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Customer Service	CB Bank	2016	2017
2	Full - time Lecturer	Myanmar International Business Academy	2018	Present

Myanmar International Business Academy

Assistant Lecturer

Daw Phyo Zar Chi



MBA	Monywa University of Economics	2017
B.C.Sc (Computer Science)	University of Computer Studies, Mandalay	2014

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Study Guide		2012	2014
2	Full - time Lecturer	Myanmar International Business Academy	2017	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Pwint Thandar Hlaing

M.Com	Meiktila University of Economics	2019
B.Com (Master)	Meiktila University of Economics Course of Study: Commerce Major	2016

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Academic Coordinator	Myanmar International Business Academy	2018	Present
2	Full - time Lecturer	Myanmar International Business Academy	2018	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Thae Su Htike

BSc(Mathematics)	Meiktila University	2011	2016
MBA	Meiktila University of Economics	2016	2019
LCCI level 1,2	KMD Computer Center (Meiktila)	2016	2017

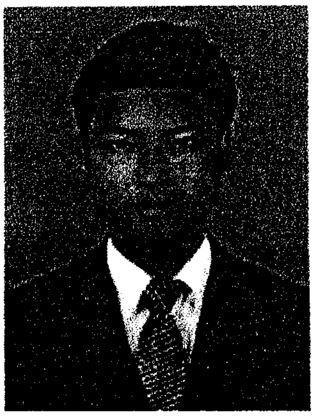
Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Internship	Nielsen MMRD	2017	2017
2	Academic Coordinator	Myanmar International Business Academy	2018	2019
3	Full - time Lecturer	Myanmar International Business Academy	2019	Present

Myanmar International Business Academy

Assistant Lecturer

U Myo Tun



B.Sc (Zool)	University of Monywa	2012
MBA	Monywa University of Economics	2015

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Marketing Executive	Kenbo Smart Phone Co,ltd	2014	2015
2.	Marketing Executive	Royal Lucky Home Co,ltd	2015	2016
[illegible]	Popy International Trading Co,ltd	HR Supervisor	2016	2018
[illegible]	[illegible]	Myanmar International Business Academy	2018	Present
[illegible]	[illegible]	[illegible]anmar International [illegible]s Academy	2018	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Shwe Thinzar Naing

B.Sc (Hons:)	Myingyan Degree College	2013
M.Sc	University of Mandalay	2015
M.Res	University of Mandalay	2016

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Academic Coordinator	Myanmar International Business Academy	2016	Present
2.	Full - time Lecturer	Myanmar International Business Academy	2016	Present

Myanmar International Business Academy

Assistant Lecturer

Daw Aye Su Paing



B.Econ (Economics) Monywa Institute Of Economics 2013

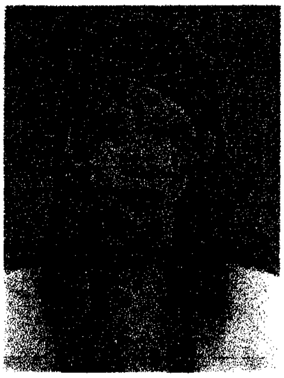
MBA Monywa Institute Of Economics 2016

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Study Guide	SPS Private School	20010	2013
2.	Intention Period (Hr & Mkt)	Peace Myanmar Col.td	2015March	2015May
[illegible]	Sale Supervisor	GBS Col.td	2017 Jan	2017 April
[illegible]	[illegible]emic Manager	Myanmar International Business Academy	2017 May	2018 Jun
[illegible]	[illegible] Manager	SBS	2018 July	Present
[illegible]	[illegible]	Myanmar International [illegible]usiness Academy	2017	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Aye Chan Thu

Master of Business Administration	Northampton University (UK)	2017
Level-7 (Extended Diploma in Strategic Management and Leadership (QCF)	Myanmar Imperial University	2016
Diploma In International Relations	Yangon University	2014
Bachelor of Science	Dagon University	2013

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Sales & Marketing Executives	Peacock Moon Travels & Tours	2017	2018
2	Full - time Lecturer	Myanmar International Business Academy	2018	Present

Myanmar International Business Academy

Assistant Lecturer

Daw Theint Phyo Wai



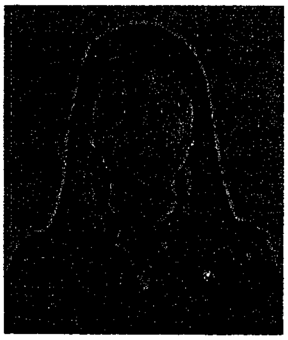
M.Com	Meiktila University of Economics	2019
B.Com **	Meiktila University of Economics Course of Study: Banking & Finance	2016

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Community Facilitator	National Community Driven Development Project (Nyaung Oo)	2015	2016
2	Full - time Lecture	Myanmar International Business Academy	2018	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Thin Lae Lae Win

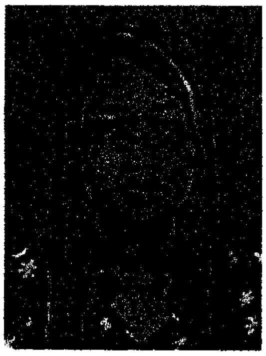
BA (Eng) (Hons:)	Monywa University	2007	2011
MA (Eng)	Monywa University	2012	2014
MBA	Monywa University of Economics	2014	2017
LCCI level 1,2	Ponnami Center (Monywa)	2017	2017

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Assistant Academic Manager	Myanmar International Business Academy	2017	Present
2	Full - time Lecturer	Myanmar International Business Academy	2017	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Yu Yu Htwe

MBA	Monywa University of Economics	2018
B.B.A(Hons)	Monywa University of Economics	2014

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Marketing	Blue Mountain Soft Drink, Asahi Loi Hein Co.,Ltd	2016	2018
2	Academic Coordinator	Myanmar International Business Academy	2018	Present
	[illegible]ll - time Lecturer	Myanmar International Business Academy	2018	Present

UCSI University

UCSI University

Academic Staff Profiles

UCSI University နှင့် ချိတ်ဆက်သင်ကြားလျက်ရှိသည့် MBA နှင့် BBA စီးပွားရေးဆိုင်ရာ ဘာသာရပ်များအတွက် သတ်မှတ်အရည်အသွေး ပြည့်မီရေး ဆောင်ရွက်သည့် သင်ကြားရေးနှင့် စစ်ဆေးရေးဌာန အဖွဲ့ဝင်များ -



Professor Dr. Ooi Keng Boon

PhD (University of Malaya)

DEng (University of Technology Malaysia)

PgA (University of Warwick, UK)

MBA (University of Southern Queensland, Australia)

B. IT (Distinction), (University of Southern Queensland, Australia)



Dr. Abu Bakar Sade

PhD (Marketing), Strathclyde University, Scotland, UK (1994-1998)

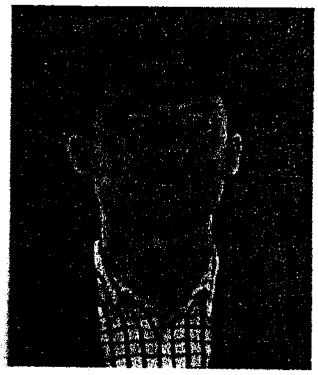
MBA (International Business), Strathclyde University, Scotland, UK (1992-1993)

BBA (Business Administration & Computer Science), Central State University, USA (1985-1988)



Associate Professor Dr. Ganeshsree Selvachandran

Ph.D (Mathematics), UKM, 2010-2013
MSc. (Mathematics), UKM, 2009-2010
BSc. (Hons) (Mathematics), UKM, 2006-2009



Foo Fang Ee

MBA (Human Resource Management)
BSc. Human Development



Nur Diyana Bt Mustapha

Master in Business Administration (MBA)
Bachelor of Accounting (Hons)

Wrexham glyndŵr
UNIVERSITY

Wrexham Glyndŵr University

Academic Staff Profiles

Wrexham Glyndwr University နှင့် ချိတ်ဆက်သင်ကြားလျက်ရှိသည့် MBA နှင့် BBA စီးပွားရေးဆိုင်ရာ ဘာသာရပ်များအတွက် သတ်မှတ်အရည်အသွေး ပြည့်မီရေး ဆောင်ရွက်သည့် သင်ကြားရေးနှင့် စစ်ဆေးရေးဌာန အဖွဲ့ဝင်များ -



Claire Blanchard

Master's Degree	University of Chester	2011-2015
Master of Business Administration (M.B.A), Business Administration and Management, General	The University of Glamorgan	2005-2007
Bachelor's Degree, Public Administration	The University of Glamorgan	1989-1993

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Partnership Lead	University of Wales Trinity Saint David	Sep 2018	Present
2	Principal Lecturer in Marketing and Management	Glyndwr University		
3	Parent Governor	Bishop Heber High School	May 2015	
4	Parent Governor	Tilston Parochial Primary School	May 2014	
5	Board Member Young Enterprise North Wales	Young Enterprise UK	Jun 2014	
[illegible]	[illegible]erie Blair Foundation [illegible]r Alumni	Cherie Blair Foundation for Women	Aug 2014	
[illegible]	[illegible]	City and Guilds	Aug 2014	
[illegible]	[illegible]	Chartered Management Institute	Sep 2013	
[illegible]	[illegible]	[illegible]hartered Management [illegible]tute		
[illegible]	[illegible]	[illegible]nty Borough [illegible]	Sep 2016	
[illegible]	[illegible]	[illegible] Borough [illegible]	Dec 2016	
[illegible]	[illegible]	[illegible]ment [illegible]	Aug 2012	



Dr. Jan Green

Ph.D (Business Performance)	University of Wales
MA (Business Performance)	University of Wales
B.A (Hons) (Business Performance)	University of Wales

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Reader	Glyndwr University in Business	September - 2017	Present

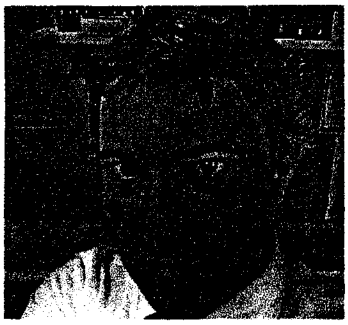


Karen Hynes

MA, Personnel and Development	University of Liverpool John Moores	2008-2010
Certificate in Socia' Service, Social Care Qualification	Mable Fletcher College	1985-1982

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Director, Consultant and Lecturer	Will Wirral Independent Living and Learning, Various Organizations and Glyndwr University	May,2011	At Present
[illegible]	[illegible]amme Leader	Wrexham Glyndwr University	2015	2017
[illegible]	[illegible]or	CIPD	2001	2016
[illegible]	[illegible]	Head of learning and [illegible]elopment	April, 2002	April, 2011
[illegible]	[illegible]	[illegible]cil	Aug,2001	April, 2002
[illegible]	[illegible]	[illegible]	Sep,1978	Aug, 2001
[illegible]	[illegible]	[illegible]	1981	1991



Neil Pritchard

Master of Arts (MA), Social policy	University of Liverpool	1995-1997
Post Graduate Certificate in Education, Lecturing	The University of Bolton	1993-1994
Legal Practice Course, Law	University of Law Chester	1989-1990
Bechelor of Laws (LLB), Law	The University of Wolverhampton	1987-1989

Professional Experience

No	Position	Organization Name	Date
1	Principal Lecturer in Enterprise	Glyndwr University	2001
2	Lecturer	Coleg Cambria	Sep1994- Dec 2000



Tracy Powell

Masters Distinction, Business and Consumer Psychology	University of Wales, Bangor	2009-2010
BA Hons 2(i), Management with Banking, Insurance and Finance	University of Wales, Bangor	1995-1998

Professional Experience

No	Position	Organization Name	Start Date	End Date
[illegible]	Marketing Manager	Ski Higher, Courchevel, France	Nov,2001	Sep,2005
[illegible]	[illegible] Operations [illegible]	Ski Higher, Courchevel, France	Sep,2005	Aug, 2011
[illegible]	[illegible]ant	Successfactory, Cheshire	Sep,2013	Sep,2015
[illegible]	[illegible]	[illegible]orth Wales Business [illegible]ol		Present
[illegible]	[illegible]	[illegible] Achieve	Aug,2011	Present
[illegible]	[illegible]	[illegible]gdom	Mar, 2018	Present
[illegible]	[illegible]	[illegible]dom	Sep,2018	Present

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Myanmar International Business Academy

(MIBA) တွင်

တက်ရောက်ပြီးသော၊ တက်ရောက်ဆဲ

ကုမ္ပဏီကြီးများတွင် Management တာဝန်ကို

ထမ်းဆောင်လျက်ရှိသော၊ ရှိသည့်

ကျောင်းသား၊ ကျောင်းသူ အချို့ စာရင်းများ

Myanmar International Business Academy

Alumni & Current Students

No	Name	Job Title	Company Name
1	Nyein Pyae Sone	Accounting Assistant	International Organization for Migration
2	Zwe Ye Yint	Marketing Communication Coordinator	iGroup (Asia-Pacific)
3	Haymar Phone Myint	Senior Executive (HR)	Myanmar Combiz Group
4	Naing Lin Aung	HR (C&B) Assistant	Gold Link Co Ltd
5	Phyo Thinzar Theint	Executive (Finance)	Amara Communication- ICE Group of Companies
6	Kay Zin Win	Gabin Crew (MIA)	Myanmar Airways International
7	Yee Yee Myint	Product Development Manager	Myanmar Indo Bast Co.Ltd
8	Sein Phaw Oo	Sale and Distribution Manger	Ever Sunny Indistrial Co.ltd
9	Yadanar Sann	Head of Administrative	Dynasty Group of Companies
10	Aung Aung Cho	Chef Operating Officer	Ayeyar Waddy Development Bank
11	Yin Lei Win	Capital Investment & Internal Audit Manager	Coca.Cola co.,ltd
12	Thet Hnin Aye	Assistant Manager	A-Bank
13	Thein Zaw Oo	P.A of KBZ CEO	KBZ Bank
14	Yadanar Sann	Head of Administrative	Dynasty Group of Companies
15	Aung Aung Cho	Chef Operating Officer	Ayeyar Waddy Development Bank
16	Yin Lei Win	Capital Investment & Internal Audit Manager	Coca.Cola co.,ltd
17	Thet Hnin Aye	Assistant Manager	A-Bank
18	Thein Zaw Oo	P.A of KBZ CEO	KBZ Bank
19	Lin Thar	Sale & Marketing Officer	Malaysia Airlines
20	Thet Paing Soe	FO Engineer	ABC Telecom (Huawei 3rd Porty)
21	Theint Theint Htet Paing	Chief Accountant	Myanmar Thiha Co;ltd
22	Tin Aye Khine	Assistant General Manager	Fuji Electric co.,ltd
23	Kyin Kyin Than	Cost Accounting Manager	DKSH (Myanmar)., ltd
24	Phyo Thida Oo	Manager, Compensation & Benefits HRIS	DKSH (Myanmar)., ltd
25	Tin Soe Khai	Inbound Supply Chain Manager	DKSH (Myanmar)., ltd
26	Kyaw Kyaw	IT Consultant	MPT - Japan JO
[illegible]	[illegible]o Ko Zaw	Senior Program Manager	CARE International in Myanmar
[illegible]	[illegible] Wai Zin	Senior Finance & Treasury Offices	Fulleston Finance (Myanmar) Co.ltd.
[illegible]	[illegible]hine	SAQ Manager	MTG DC Co.,Ltd
[illegible]	[illegible]	Business Development Executive	Myanmar Technology Gateway
[illegible]	[illegible]	General Manager	Hitachi Commercial Air Conditioners
[illegible]	[illegible]	HR Manager	MDG Co., Ltd
[illegible]	[illegible]	Senior Sales Representative	Gold Lite Myanmar
[illegible]	[illegible]	[illegible]ntant	World Vision / VisionFund Myanmar Co.,Ltd
[illegible]	[illegible]	[illegible]cting Manager	Oway Co.,Ltd
[illegible]	[illegible]	[illegible]	Eden Energy & Hatural Resources Development Co.,Ltd.
[illegible]	[illegible]	[illegible]	ESI FOOD
[illegible]	[illegible]	[illegible]	Align Network Solution Co.,Ltd
[illegible]	[illegible]	[illegible]	Yoma Bank
[illegible]	[illegible]	[illegible]	Kanbawza Bank Limited
[illegible]	[illegible]	[illegible]	Asia Winner Industrial Ltd.
[illegible]	[illegible]	[illegible]	City Mart Holding Co.,Ltd.
[illegible]	[illegible]	[illegible]	WPG Capital Public Co.,Ltd.
[illegible]	[illegible]	[illegible]	Coca-Cola Pinya Beverage Myanmar
[illegible]	[illegible]	[illegible]	Columbus Travels & Tours Co.,Ltd

Myanmar International Business Academy

Alumni & Current Students

46	Moe Moh Aung	Coporate Head (Foreign Banking)	Myanma Apex Bank
47	Wei Yan Htoon	Assistant Manager	Farmer Development Public bank
48	Myat Min Htay	Engineer	Hydropower Construction Industry
49	Zar Chi Win Maung Maung	General Manager	Mobile Mall Co., Ltd
50	Kyaw Si Thu	Managing Diector	Well. Done Engineering Co. Ltd
51	Su Myat Hlaing	Medical Representative	United Pharma Co.,Ltd
52	Sai Lao Hkay	Supervisor	South East Asia Crude Oil Pipeline Co,Ltd
53	Myo Thant	Assistant Manager	UAB Bank
54	Su Sandi Aung	Sale & Marketing Manager	Arr Thit Man Co,Ltd
55	Phu Shwe Yee	Account Manager	Mango Media Limited
56	Yin Min Htaik	Director	Metina Myanmar Private Limited
57	Htike Tin Ya	Manager	Toyota Tsusho Corporation
58	Swe Yee Nwe	Senior Medical Representative	DKSH (Myanmar)
59	Kyaw Naing Oo	Supervisor	Meditech Biz Co.,Ltd
60	Khin Myo Aye	National Sales Manager	Meditech Biz Co.,Ltd
61	Ei Mon Khin	Senior Accountant	Daily Mart Co., Ltd (IMG Group)
62	Toe Yu Lwin	Training Manager	Digital Money Myanmar Ltd
63	Lae Lae Moe	Account Executive	Mango Media Limited
64	Su Sandar Myint	Senior Sales Engineer	YOMA
65	Phyo Wai Tun	Deputy Chief of Party	Challenge TB Project, FH1360 Myanmar
66	Thanda Soe	Manager	COSCO Shipping Lines (Myanmar) Co.,Ltd
67	Lynn Xoor Htoon	Executive IT Administrator	May Bank
68	Win Pa Pa Moe	Assistant HR Manager	Asia Beverages Co.,Ltd
69	Mya Mahn Mg Mg	Area Manager	City Mart Holding Co.,Ltd
70	Pyone Pyone	Area Manager	City Mart Holding Co.,Ltd
71	Thin Han Maw	Manager	City Mart Holding Co.,Ltd
72	Kyaw Win Moe	Admin & HR Manager	Network Activities Group
[illegible]	[illegible]aw Moe	Program Officer	Network Activities Group
[illegible]	[illegible] Aung	Showroom Manager	Fujifilm Myanmar Investment Co.,Ltd
[illegible]	[illegible]	Product Manager	Yee Shin Co.,Ltd
[illegible]	[illegible]	Head of Legal & External Affairs	British American Tobacco Myanmar Ltd
[illegible]	[illegible]	Assistant Shopper Marketing Manager	DKSH Myanmar
[illegible]	[illegible]	Chief Operation Officer	SG Global Commodity PTE LTTD
[illegible]	[illegible]	Senior Channel Sales Executive	Nestle Profeesinal Co.ltd
[illegible]	[illegible]	[illegible]ger	KBZ Bank
[illegible]	[illegible]	[illegible]eneral Manager	KBZ Bank
[illegible]	[illegible]	[illegible]ion Officer	Irrawaddy Green Towers Co.,Ltd
[illegible]	[illegible]	[illegible]	Hayman Capital Company
[illegible]	[illegible]	[illegible]	Yoma Strategic Holding Company
[illegible]	[illegible]	[illegible]	Kubota Myanmar Co., Ltd
[illegible]	[illegible]	[illegible]	Myanmar Posco [illegible]
[illegible]	[illegible]	[illegible]	Vertune Co., Ltd
[illegible]	[illegible]	[illegible]	Modi Myanmar Group Ltd, Trading
[illegible]	[illegible]	[illegible]	Iventune Computer Co., Ltd
[illegible]	[illegible]	[illegible]	Ooredoo Myanmar
[illegible]	[illegible]	[illegible]	The Bank of Tokyo Mitsubishi Banking, Yangon Branch

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Myanmar International Business Academy

(MIBA) မှ

ဆောင်ရွက်ပြီးစီးခဲ့သော၊ ဆောင်ရွက်လျက်ရှိသော၊

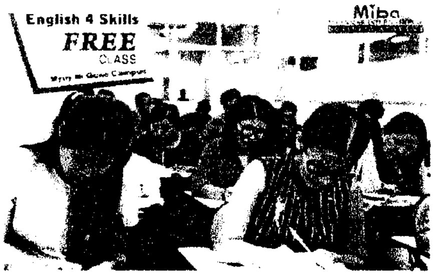
ဆောင်ရွက်ရန်စီစဉ်နေသော

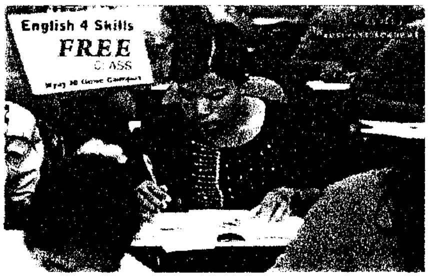
CSR PROGRAMS များ

ဆောင်ရွက်လျှက်ရှိသော CSR Program များ

• Diploma in Business English (IQN) သင်တန်းကို (၁၈)ကြိမ်မြောက် အခမဲ့သင်တန်းအဖြစ် ရန်ကုန်မြို့ မြေနီကုန်း Campus တွင်ဖွင့်လှစ်သင်ကြားပေးလျှက် ရှိပါသည်။







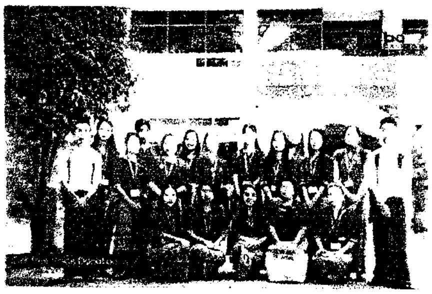
• Certified Strategic Manager (CSM) UK သင်တန်းကို(၂)ကြိမ်မြောက် အခမဲ့သင်တန်းအဖြစ် ရန်ကုန်မြို့ မြေနီကုန်း Campus တွင်လည်းကောင်း၊ (၃)ကြိမ်မြောက် အခမဲ့သင်တန်းအဖြစ် ရန်ကုန်မြို့ MICT Campus တွင်လည်းကောင်း ဖွင့်လှစ်သင်ကြားပေးလျှက်ရှိပါသည်။







• ကြည်မြင့်တိုင် မျက်မမြင်ကျောင်းနှင့် ခဝဲခြံ မျက်မမြင်ကျောင်းများအတွက် Myanmar International Business Academy (MIBA) ဝန်ထမ်း(၄၉)[illegible] ဆောင်ရွက်လျှက်ရှိပါသည်။





CSR Programs

ဆောင်ရွက်ခဲ့သော CSR Program များ

• ၂၀၁၆ ခုနှစ်မှ ၂၀၁၉ ခုနှစ် ဇန်နဝါရီလအထိ Diploma in Business English (IQN) UK သင်တန်းများအား သင်တန်းကြေး (အခမဲ့)ဖြင့် သင်တန်းအမှတ်စဉ် (၁၇) ကြိမ်အထိ ဖွင့်လှစ် သင်ကြားပေးခဲ့ပြီး ဖြစ်ပါသည်။



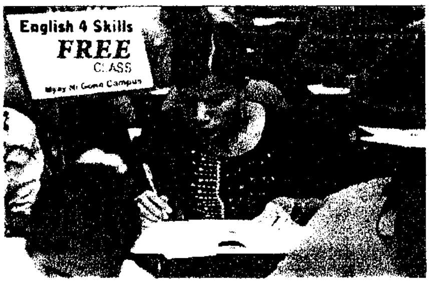




• ၂၀၁၈ ခုနှစ်မှ ၂၀၁၉ ခုနှစ် ဇန်နဝါရီလအထိ General English (4 Skills) သင်တန်းအား အခမဲ့ သင်တန်းအဖြစ် ရန်ကုန်တွင် (၃)ကြိမ် ၊ မန္တလေးတွင် (၂)ကြိမ် ဖွင့်လှစ်သင်ကြား ပေးခဲ့ပြီး ဖြစ်ပါသည်။







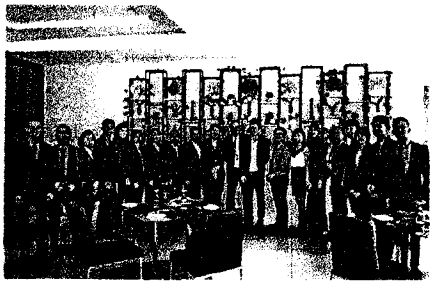
• ၂၀၁၈ ခုနှစ်တွင် Certified Strategic Manager (CSM) UK သင်တန်းအား [illegible] ဖွင့်လှစ်သင်ကြားပေးခဲ့ပြီးဖြစ်ပါသည်။

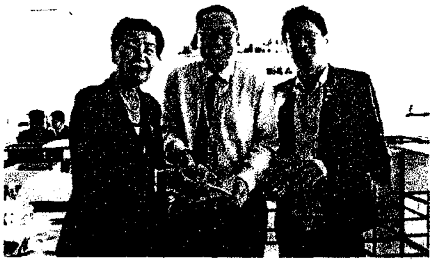






• ၂၀၁၉ ခုနှစ် ဇန်နဝါရီလအတွင်း Technology University (မအူပင်)မှ ပါမောက္ခ ဆရာ/ဆရာမကြီးများနှင့် ကျောင်းသား/ကျောင်းသူများအား မလေးရှားနိုင်ငံရှိ UCSI University နှင့် အခြား မလေးရှား တက္ကသိုလ်များသို့ လေ့လာရေး ခရီးစဉ်အတွက် ကူညီပံ့ပိုး ဆောင်ရွက်ပေးခဲ့ပါသည်။









နည်းပညာတက္ကသိုလ် (မအူပင်)

ဂုဏ်ပြုမှတ်တမ်းလွှာ

Myanmar International Business Academy
(MIBA) Groupသည်

(၂၁-၁-၂၀၁၉ ရက်နေ့မှ ၂၅-၁-၂၀၁၉) ရက်နေ့အထိ

သွားရောက်ခဲ့သော နည်းပညာ တက္ကသိုလ် (မအူပင်) ၏

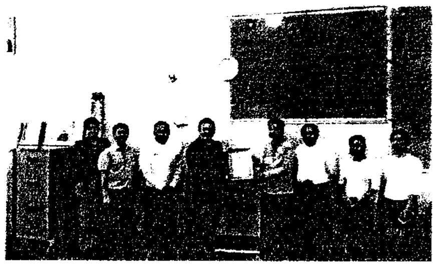
Malaysia University Visit တွင် ကူညီပံ့ပိုးမှုများ

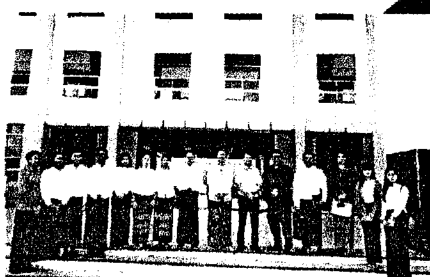
ပြုလုပ်ပေးခဲ့ပါသော ကြောင့်

ဤ ဂုဏ်ပြုမှတ်တမ်းလွှာ ဖြင့် မှတ်တမ်းတင်ဂုဏ်ပြုအပ်ပါသည်။

ဒေါက်တာ ကျော်ခင်
ပါမောက္ခချုပ်
နည်းပညာ တက္ကသိုလ် (မအူပင်)

ရက်စွဲ ၄-၂-၂၀၁၉







• အမျိုးသားစီမံခန့်ခွဲမှုပညာ ဒီဂရီကောလိပ် ၂၀၁၇-၂၀၁၈ ပညာသင်နှစ် ဒုတိယအကြိမ် မြောက် နှစ်ပတ်လည်မင်္ဂလာဖင်းတွင် ကြော်ငြာထည့်ဝင်ခြင်းဖြင့် ကူညီပံပိုးခဲ့ပါသည်။

အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ်

National Management Degree College

နှစ်လည်မင်္ဂလာဖင်းကော်မတီ

မှတ်တမ်းတင် ဂုဏ်ပြုလွှာ

အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ် ၂၀၁၇ ၂၀၁၈ ပညာသင်နှစ် ဒုတိယအကြိမ်မြောက် နှစ်လည်မင်္ဂလာဖင်းတွင် ကြော်ငြာထည့်ဝင်ခြင်းဖြင့် ကူညီပံ့ပိုးပေးခဲ့ပါသော **Myanmar International Business Academy** အား မှတ်တမ်းတင် ဂုဏ်ပြုပါသည်။

(ဒေါက်တာသင်းသင်းမြင့်)
ဥက္ကဋ္ဌ
နှစ်လည်မင်္ဂလာဖင်းကော်မတီ
အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ်

(ဒေါက်တာတင်တင်ထွေး)
ကျောင်းအုပ်ကြီး
အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ်

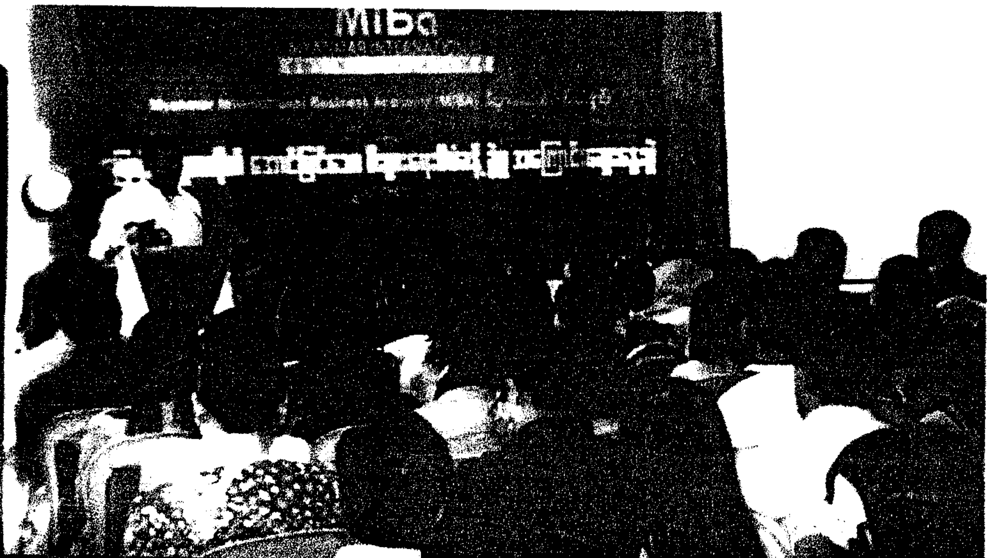
ရက်စွဲ၊ ၂၀၁၉ ခုနှစ်၊ ဇန်နဝါရီလ (၁၄) ရက်။

•၃၉လမ်း (ဗန်းမော်တိုက်လမ်း)၊ ၇၁လမ်းနှင့်၇၂လမ်းကြား၊ Yar Zar Business Center မန္တလေးမြို့တွင် ပြောင်းလဲမှုအလိုက် အောင်မြင်သော စီးပွားရေးစီမံခန့်ခွဲမှု အကြောင်း ဆွေးနွေးပွဲ ၂၀၁၆ခုနှစ် နိုဝင်ဘာလ၊ ၁၃ရက်နေ့တွင် Myanmar International Business Academy မှ အပြည့်အ၀ ဦးဆောင်ပံ့ပိုး၍ ကျင်းပပြုလုပ်ခဲ့ပါသည်။











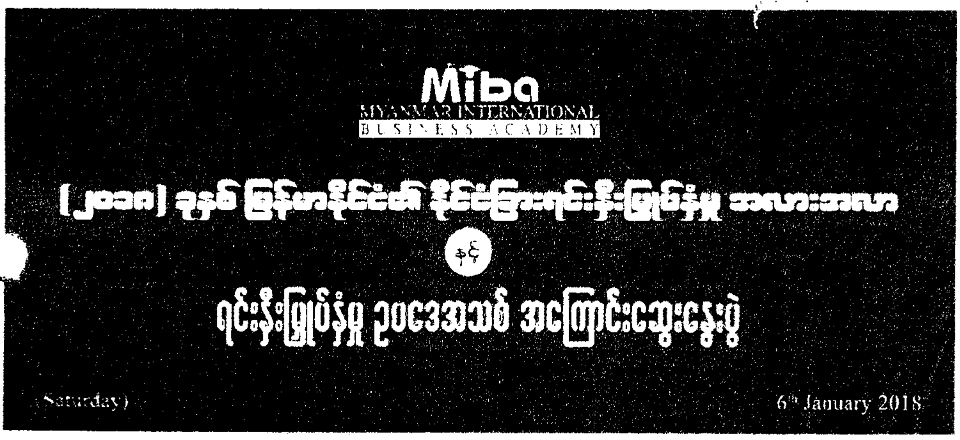








• ၂၀၁၈ခုနှစ် ဇန်နဝါရီလ ၆ရက်နေ့ တွင် မြန်မာနိုင်ငံ၏ နိုင်ငံခြားရင်းနှီးမြှုပ်နှံမှု အလားအလာ နှင့် ရင်းနှီးမြှုပ်နှံမှု ဥပဒေအသစ် အကြောင်းဆွေးနွေးပွဲ ကို MICT PARK Main Building တွင် Myanmar International Business Academy မှ ရန်ကုန်မြို့ ပံ့ပိုးကူညီ၍ ကျင်းပပြုလုပ်ခဲ့ပါသည်။



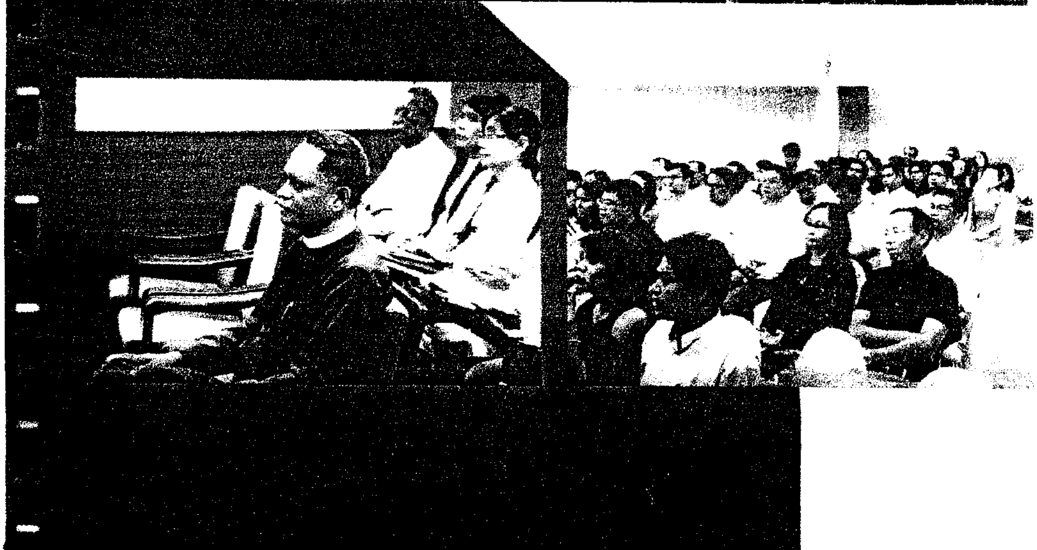














•တရုတ်နှင့် ထိုင်းနိုင်ငံတို့မှ စီးပွားရေး၊ စီးပွားရေးစီမံခန့်ခွဲမှုများ အကြောင်း Free Seminar ပွဲကို မြန်မာစကားပြန်များဖြင့် ၂၀၁၈ခုနှစ် ဇန်နဝါရီလ ၁၄ရက်နေ့တွင် နံနက် ၉နာရီမှ နေ့လည် ၁၂နာရီထိ Summit Parkview Hotel တွင်ကျင်းပပြုလုပ်ခဲ့ပါသည်။



•၂၀၁၆ခုနှစ် မေလ(၂၅)ရက်၊ ကဆုန်လပြည့်နေ့တွင် ဆည်းဆာရိပ် ဂိလာနဘိုးဘွားများ ရိပ်သာသို့ ငွေကျပ်(၃)သိန်းနှင့် လှူဖွယ်ပစ္စည်းများကို သွားရောက် လှူဒါန်းခဲ့ပါသည်။



• ၂၀၁၈ခုနှစ် ဩဂုတ်လ ၃ရက်နေ့တွင် Myanmar International Business Academy [illegible] သင်တန်းသား/ သူများ၊ ဆရာ/ဆရာမများနှင့် ဝန်ထမ်းများ၏ စုပေါ် [illegible] ဒေသများရှိ ပြည်သူများသို့ လှူဒါန်းမှုပြုလုပ်ခဲ့ပါသည်။







•၂၀၁၉ခုနှစ် ဖေဖော်ဝါရီလ ၂၄ရက်နေ့၊ မန္တလေးမြို့တွင် မြန်မာနိုင်ငံလူ့စွမ်းအား အရင်းအမြစ် စီမံခန့်ခွဲမှု ပညာအသင်း (MSHRM) မှကြီးမှူး၍ HR Professionals in SMEs ခေါင်းစဉ်ဖြင့် ကျင်းပမည့် ဆရာကြီး ပါမောက္ခဒေါက်တာ အောင်ထွန်းသက် ၏ ဟောပြောပွဲအား Gold Sponsor အဖြစ် Myanmar International Business Academy မှ ပံ့ပိုးကူညီခဲ့ပါသည်။


MSHRM
Myanmar Society for Human Resource Management

Gold-Sponsor Appreciation Certificate

We are grateful for the sponsorship and assistance you have given our Association. In appreciation of your support and for your interest in the development of Human Resource Management of our Community. We take privilege in presenting this certificate to acknowledge your generosity.

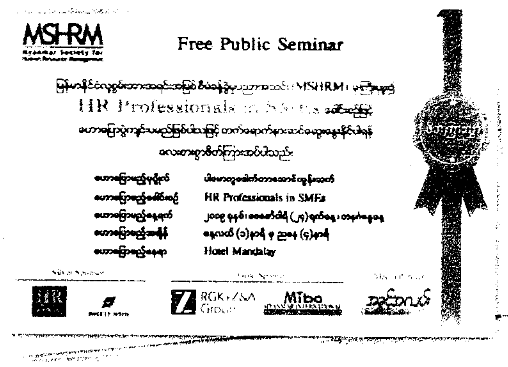
Myanmar International Business Academy
Sponsor

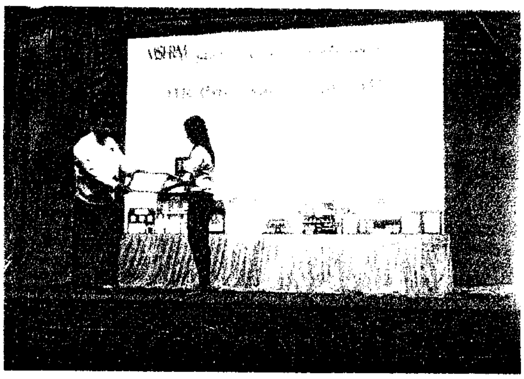
HR Professionals in SMEs
Event

24 Feb 2019
Date

Chairman







• Diploma in Business English (IQN) အား (၃)လလျှင်တစ်ကြိမ်နှုန်းဖြင့် Campus အသီးသီးတွင် စဉ်ဆက်မပြတ်ဖွင့်လှစ်ပေးနိုင်ရေး ဆောင်ရွက်သွားမည်။

• မြန်မာနိုင်ငံအတွင်းရှိ မျက်မမြင်ကျောင်းများတွင် အသံလွှင့်ပြီးခြင်းအား ပိုမိုချဲ့ထွင် ဆောင်ရွက်သွားနိုင်ရမည်။

• ပညာဒါနကျောင်းများတွင် Myanmar International Business Academy (MIBA) ၏ **Academic** ဌာနရှိဝန်ထမ်းများမှ English ဘာသာရပ်နှင့် သင့်လျော်သည့် အခြားဘာသာရပ်များအား အခမဲ့ သင်ကြားပို့ချနိုင်ရေး အကောင်အထည်ဖော်ဆောင်ရွက်သွားမည်။

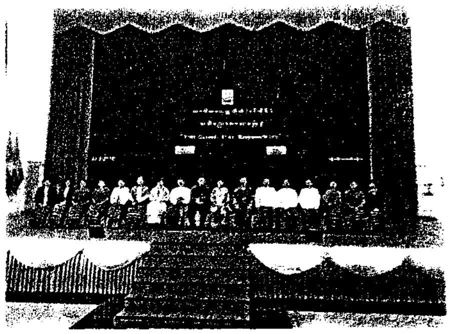
• အနာဂါတ် လူငယ်များဖွံ့ဖြိုးတိုးတက်ရန် ရည်ရွယ်၍ "Your Career, Your Responsibility" ဆွေးနွေးပွဲ ခေါင်းစဉ်ဖြင့် ဆရာဦးမင်းခေါင်မှ စစ်ကိုင်းသမဝါယမ တက္ကသိုလ်တွင် နံနက် ၁၀နာရီမှ နေ့လည် ၁၂နာရီထိ ဖေဖော်ဝါရီလ ၂၂ရက်နေ့တွင် ကျင်းပသည့် ဟောပြောပွဲအား Myanmar International Business Academy မှ ရာနှုန်းပြည့် ပံ့ပိုးကူညီခဲ့ပါသည်။

Co-operative University, Sagaing

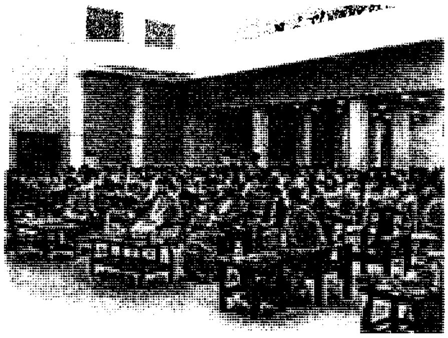
THIS
CERTIFICATE OF APPRECIATION
is awarded to
U Kyaw Tha Aung
Founder and CEO of
Myanmar International Business Academy

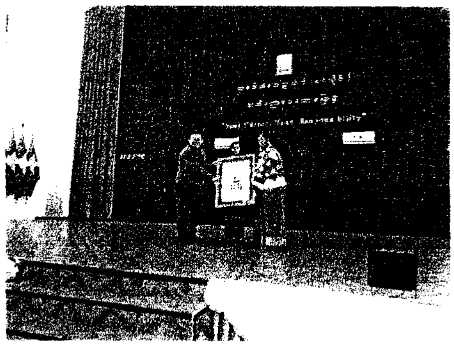
in grateful acknowledgements of
his distinguished and invaluable contribution
to the accomplishment of the seminar on
"Your Career, Your Responsibility"
held at Co-operative University, Sagaing
22nd February 2019

Rector
Co-operative University,
Sagaing









Miba
MYANMAR INTERNATIONAL

အနာဂတ်လူငယ်များဖွံ့ဖြိုးတိုးတက်ရန် ရည်ရွယ်၍

"Your Career, Your Responsibility"

ဆွေးနွေးပွဲ

MYANMAR INTERNATIONAL BUSINESS ACADEMY

Awarding Partners

UCSI ICM othm IQN CIM

•Yangon University of Economic မှ Lecturer ဒေါ်လင်းလင်းခိုင် နှင့် Lecturer ဒေါ်အိန္ဒြာစုမွန်မြင့် တို့အား Wrexham glyndwr University ၏ MBA Program တွင် Scholarship ရရှိစေရန်နှင့် Myanmar International Business Academy (MIBA) Campus တွင် MBA သင်တန်းတက်ရောက်နိုင်ရန် ရာနှုန်းပြည့် Scholarship အစီအစဉ်ကို ဆောင်ရွက်ပေးခဲ့ပါသည်။

YANGON UINIVERSITY OF ECONOMICS
DEPARTMENT OF MANAGEMENT STUDIES

Padamya Building, Hlaing Campus, Yagon, Myanmar.
Tel: 95-1-661736, 664684   Fax: 95-1-664889
E-mail: dms@mptmail.net.mm

To

Dean
Wrexham Glyndwr University

To whom it may concern,

Thank you very much for your scholarship offer to the faculty members of Yangon University of Economics. We decided the following faculty members to attend the MBA Program at Wrexham Glyndwr University.

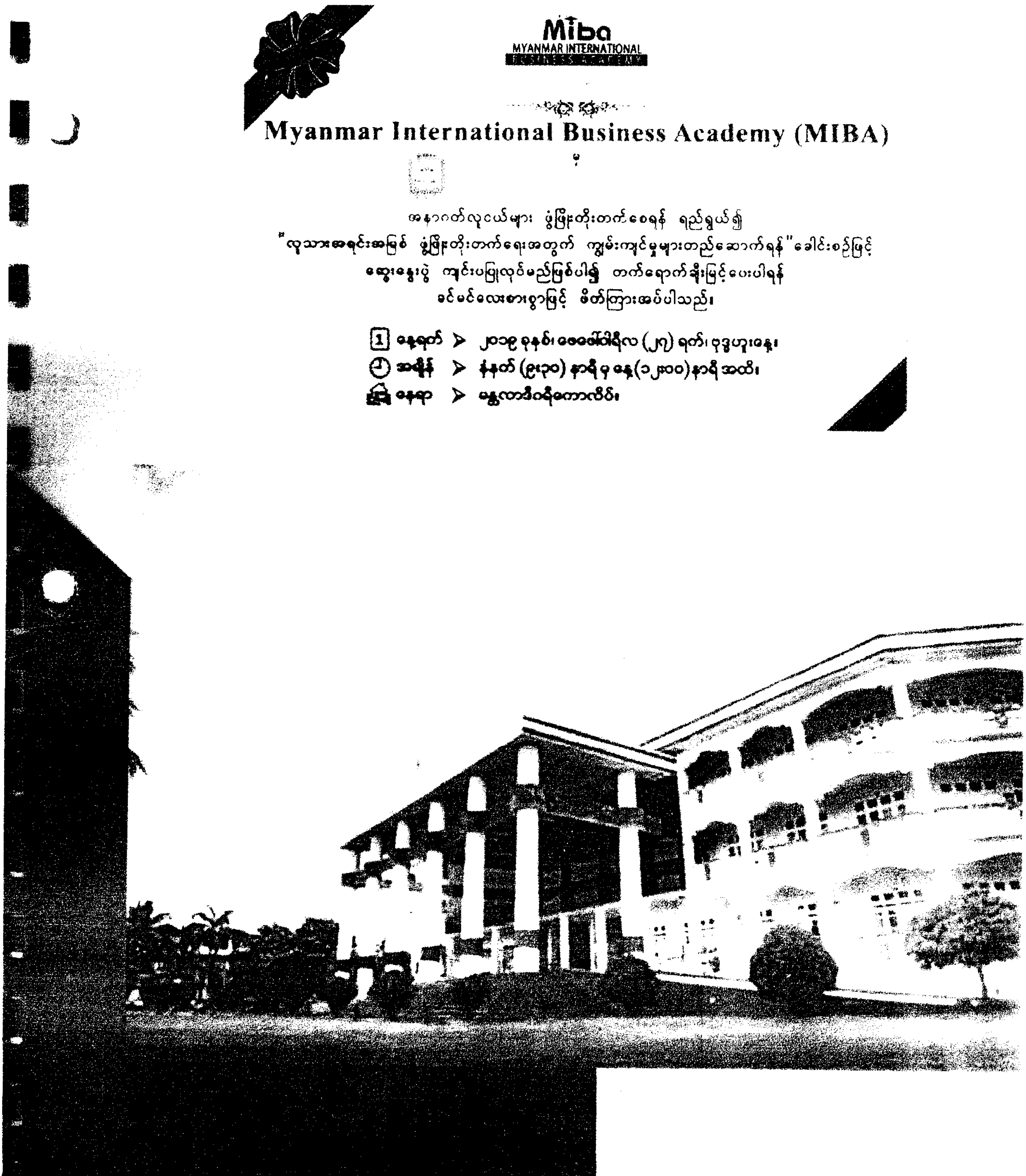
1. Daw Lin Lin Khaing   Tutor
2. Daw Eaindra Su Mon Myint   Tutor

Yours sincerely,

Dr. Moe Moe Khaing
Professor and Head
Department of Management Studies
Yangon University of Economics

ဆောင်ရွက်ရန်လျာထားသော CSR Program များ

• လုသားအရင်းမြစ် ဖွံ့ဖြိုးတိုးတက်ရေး အတွက် ကျွမ်းကျင်မှုများ တည်ဆောက်ရေး ခေါင်းစဉ်ဖြင့် ၂၀၁၉ခုနှစ် ဖော်ဂါရီလ ၂၇ရက်နေ့တွင် ဆရာ ဦးမောင်မောင်ဝင်းမှ မန္တလေး ဒီဂရီကောလိပ်တွင် ဟောပြောပွဲအား Myanmar International Business Academy မှ ရာနှုန်းပြည့် ပံ့ပိုးကူညီသွားပါမည်။



အနာဂါတ် စီမံကိန်းများ

- မြန်မာနိုင်ငံတွင် ပထမဆုံး Academic Journal ပေါ်ပေါက်လာရေး ဆောင်ရွက်သွားမည်။

- နိုင်ငံတကာမှ ပညာရှင်များအား ဖိတ်ခေါ်၍ အစိုးရတက္ကသိုလ်များတွင် ပညာရပ်ဆိုင်ရာ ဟောပြောပွဲများ ဆောင်ရွက်နိုင်ရေးအတွက် ကူညီပံ့ပိုးပေးသွားမည်။

- နိုင်ငံတကာပညာရေး သုတေသနရပ်ဝန်းတစ်ခု ပီပြင်စွာ ဖြစ်ပေါ်လာရေးအတွက် အကောင်အထည်ဖော် ဆောင်ရွက်သွားမည်၊

- အစိုးရတက္ကသိုလ်မှ ဆရာ၊ ဆရာမများအား နိုင်ငံတကာ ပညာရေးနယ်ပယ်တွင် ဝင်ရောက်နိုင်ရေး အတွက် UK နိုင်ငံရှိ Wrexham Glyndwr University နှင့်ချိတ်ဆက်၍ [illegible]ပွဲများ အခမဲ့သင်ကြား ပေးနိုင်ရေး ဆောင်ရွက်သွားမည်၊

Address

Yangon School (1):

Building (9) 1st Floor, MICT Park,Hlaing Township,Yangon.

Building (9) 4th Floor, MICT Park, Hlaing Township,Yangon.

09-424455552, 09-400070909, 09252228889,09-402888559

Yangon School (2):

No.681, Pyay Road, 10miles, Saw Bwar Gyi Gone, Insein Township, Yangon, Myanmar.

09 400070909, 09 266633671, 09 266633672

Mandalay School:

Room(8) , 3rd Floor , Yadanarbon Super Center ,

Corner of 78th & 34th Street,Chan Aye Thar Zan Township, Mandalay.

Tel: 09 426067979, 09 258771176

5.2 Mapping of National Occupational Standards (NOS) and/or trade body standards

Qualification title	Scottish Vocational Qualifications incorporating National Occupational Standards	
SQA Advanced Certificate in Built Environment SQA Advanced Certificate in Architectural Technology SQA Advanced Certificate in Construction Management SQA Advanced Certificate in Building Surveying SQA Advanced Certificate in Quantity Surveying	GJ1C 23	SVQ 3 Construction Site Supervision (Construction): Building and Civil Engineering
	GC2A 23	SVQ 3 Construction Contracting Operations: Estimating
	GJ1D 23	SVQ 3 Construction Site Supervision (Construction): Highways Maintenance and Repair
	GC2F 23	SVQ 3 Construction Site Supervision: Residential Development
	GC29 23	SVQ 3 Construction Contracting Operations: Buying
	GC2E 23	SVQ 3 Construction Contracting Operations: Surveying
	G95L 23	SVQ 3 Construction Contracting Operations: Site Technical Support
	GC2D 23	SVQ 3 Construction Contracting Operations: Planning
	GC2C 23	SVQ 3 Construction Contracting Operations: General
	GJ18 23	SVQ 3 Built Environment Design
	GF5N 23	SVQ 3 Occupational Work Supervision (Construction)
	GC70 23	SVQ 4 Controlling Lifting Operations: Planning Lifts (Construction)
	GC71 23	SVQ 3 Controlling Lifting Operations: Supervising Lifts (Construction)

SQA Advanced Certificates and Diplomas

Qualification title	Scottish Vocational Qualifications incorporating National Occupational Standards	
SQA Advanced Diploma in Architectural Technology SQA Advanced Diploma in Construction Management SQA Advanced Diploma in Building Surveying SQA Advanced Diploma in Quantity Surveying	GJ1C 24	SVQ 4 Built Environment Design
	GC4K 24	SVQ 4 Construction Contracting Operations: Buying
	GC4L 24	SVQ 4 Construction Contracting Operations: Estimating
	GC4M 24	SVQ 4 Construction Contracting Operations: General
	GC4N 24	SVQ 4 Construction Contracting Operations: Planning
	GC4P 24	SVQ 4 Construction Contracting Operations: Surveying
	GJ19 24	SVQ 4 Construction Site Management (Construction): Building and Civil Engineering
	GJ1A 24	SVQ 4 Construction Site Management (Construction): Highways Maintenance and Repair
	GH0K 24	SVQ 4 Controlling Lifting Operations: Planning Lifts (Construction)
	GC2G 24	SVQ 4 Construction Site Management: Residential Development

Each Scottish Vocational Qualification (SVQ) identified in the above table contains a range of National Occupational Standards (NOS) that are specific to the discipline/vocational area to which the SVQ applies. In turn, the SQA Advanced Certificate and Diploma Qualifications supply the broad-based underpinning knowledge for each SVQ and relate directly to the constituent National Occupational Standards.

5.3 Mapping of Core Skills development opportunities across the qualifications

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HR3P 47	Architectural Design Sketching and Drawing			X	X			X	X	X	X	x
HR4A 47	Architecture: Influences on the Development of Scottish Architecture	X				X	X					
HR4C 47	Architectural Procedures			X	X			X	X	X		
HT16 47	Building Inspection	X				X	X	X	X	X		
HV8F 47	Building Maintenance Management	X		X	X	X	X	X	X	X		
HR44 47	Building Maintenance Technology			X	X			X	X	X		
HR4D 47	Building Measurement and Cost Studies			X	X			X	X	X		
HT85 47	Building Science			X	X			X	X	X		
HR42 46	Building Services: An Introduction			X	X			X	X	X		
HR4E 48	Building Services in Large Buildings			X	X			X	X	X		
HR41 48	Building Services: Heating, Lighting and Acoustics			X	X			X	X	X		
HV88 48	Building Services: Ventilation, Air conditioning and Refrigeration			X	X			X	X	X		

SQA Advanced Certificates and Diplomas

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HR3L 47	CAD: 2D I			X	X	X	X	X	X	X		
HR3H 47	CAD: 2D II			X	X	X	X	X	X	X		
HR3J 47	CAD: 3D Modelling			X	X	X	X	X	X	X		
HR3K 47	CAD: Architectural 1			X	X	X	X	X	X	X	X	X
HR4F 47	Construction Industry Fundamentals											
HR45 47	Construction Materials and Specifications	X		X	X	X	X	X	X	X		
HR40 48	Construction Planning	X		X	X	X	X	X	X	X		
HR48 47	Construction Site Surveying A	X		X	X	X	X	X	X	X	X	X
HR59 47	Construction Site Surveying B	X		X	X	X	X	X	X	x	X	X
HR46 46	Construction Technology: Domestic Construction			X	X	X	X	X	X	X	X	X
HR4G 47	Construction Technology: Industrial/Commercial Superstructure			X	X	X	X	X	X	X		
HR47 48	Construction Technology: Specialist Systems			X	X	X	X	X	X	X		
HT87 47	Construction Technology: Substructure			X	X	X	X	X	X	X		
HR3N 48	Conversion and Adaptation of Buildings			X	X			X	X	X		
HR3R 47	Design of Building Structures			X	X			X	X	X		

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HT0Y 48	Economics and the Built Environment			X	X			X	X	X		
HT10 47	Estimating			X	X			X	X	X		
HV89 48	Facilities Management: Operational and Support Services		X	X	X	X	X	X	X	X	X	X
HV8A 48	Facilities Management: Property Services			X	X			X	X	X		
HV8C 48	Facilities Resource Planning and Contract Management	X		X	X	X	X	X	X	X	X	X
HT11 48	Financial Studies for the Construction Industry			X	X	X	X	X	X	X		
HR43 48	Fire Safety in Buildings	X		X	X	X	X	X	X	X	X	X
HR3W 47	Health and Safety in Construction											
HR4R 47	Architectural Technology: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X
HV86 47	Building Surveying: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X
HR4P 47	Built Environment: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X
HT18 47	Construction Management: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X
HT30 47	Quantity Surveying: Graded Unit 1	X	X	X	X	X	X	X	X	X	X	X

SQA Advanced Certificates and Diplomas

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HR4T 48	Architectural Technology: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X
HV8H 48	Building Surveying: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X
HT19 48	Construction Management: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X
HT31 48	Quantity Surveying: Graded Unit 2	X	X	X	X	X	X	X	X	X	X	X
HT14 48	Human Resource Management in Construction	X	X	X				X	X	X	X	X
HT13 48	Managing Construction Organisations	X	X	X	X	X	X				X	X
HR4N 46	Mathematics for Construction			X	X			X	X	X		
HR4V 46	Mathematics for the Built Environment			X	X			X	X	X		
HP6M 47	Personal Development and Planning (HP6M 47)		X					X	X	X	X	X
HR3X 47	Quality in Construction			X	X			X	X	X		
HT2T 47	Quantitative Building Studies: Building Services			X	X			X	X	X		
HT2W 47	Quantitative Building Studies: Floors and Roofs		X	X	X			X	X	X		
HT12 47	Quantitative Building Studies: Substructure and Drainage			X	X			X	X	X		

Unit code	Unit title	Communication		Numeracy		ICT		Problem Solving			Working with Others	
		Written	Oral	Using Number	Using Graphical Information	Accessing Information	Providing/Creating Information	Critical Thinking	Planning and Organising	Reviewing and Evaluating	Working Co-operatively with Others	Reviewing Co-operative Contribution
HT2X 48	Quantity Surveying Practice	X	X	X	X			X	X	X		
HR49 47	Renewable Energy Systems: Microgeneration Systems											
HR4J 48	Scottish Law for Construction	X						X	X	X		
HT88 47	Site Administration			X		X	X				X	X
HR4M 48	Standard Forms of Construction Contracts	X	X	X	X	X	X					
HR3T 47	Statutory Control of Buildings			X		X	X					
HR3V 47	Structural Mechanics			X	X			X	X	X		
HV87 48	Surveying Historic Buildings	X		X	X			X	X	X	X	X
HR4K 48	Sustainability and Modern Methods of Construction											
HR0M 47	Work Role Effectiveness (2003)	X	X					X	X	X	X	X

5.4 Assessment Strategy for the qualifications

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Architectural Design Sketching and Drawing	Freehand graphical assignment in open-book, supervised conditions. Sketches produced as natural products of teaching and learning processes.	Freehand graphical assignment in open-book, supervised conditions. Sketches produced as natural products of teaching and learning processes.	Short answer and/or restricted-response questions under closed-book, supervised conditions of 60 minutes duration maximum.		
Architecture: Influences on the Development of Scottish Architecture	Report or extended essay with portfolio of evidence produced as a product of research and review.	Report or extended essay with portfolio of evidence produced as a product of research and review.			
Architectural Procedures	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Building Inspection	Outcomes 1, 2, and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Building Maintenance Management	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, graphical-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions.				
Building Maintenance Technology	Restricted and extended-response questions under closed-book, supervised conditions of 90 minutes duration.	Practical assignment/case study in open-book supervised conditions. Sketches and reports produced for subject building.			
Building Measurement and Cost Studies	Practical assignment/case study in open-book, supervised conditions of 90 minutes duration.	Restricted and extended-response questions under closed-book, supervised conditions of 90 minutes duration.			
Building Services: Introduction	Outcomes 1, 2, 3, 4 and 5 may be assessed on an individual basis in open-book conditions with a balance of short answer, restricted-response, graphical-response and extended-response questions. Alternatively, all five Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions.				
Building Services in Large Buildings	Outcomes 1, 2, 3, 4 and 5 may be assessed on an individual basis in open-book conditions with a balance of short answer, restricted-response, graphical-response and extended-response questions. Alternatively, all five Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Building Services: Heating, Lighting and Acoustics	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Building Services: Ventilation, Air-conditioning & Refrigeration	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 2 hours duration.				
CAD 2-D 1	Graphical assignment in open-book, supervised conditions. Drawings produced as natural products of teaching and learning processes.				
CAD 2-D2	Outcomes 1, 2 and 3 may be assessed under controlled, supervised conditions.				
CAD: 3-D Modelling	Graphical assignment in open-book, supervised conditions. Drawings produced as natural products of teaching and learning processes.				
CAD: Architectural 1	Graphical assignment in open-book, supervised conditions. Drawings produced as natural products of teaching and learning processes.				
Construction Industry Fundamentals	An assessment paper covering Outcomes 1, 3 and 4 should be taken as a single closed-book assessment lasting 1.5 hours and carried out under supervised, controlled conditions. Short answer, restricted response and structured questions.			Outcome 2; evidence for the Knowledge and/or Skills in this Outcome will be generated by the participation in a simulated formal meeting.	

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Construction Materials and Specifications	Short answer and/or restricted-response questions under closed-book, supervised conditions of 45 minutes duration.	Series of practical laboratory tasks combined with written reports undertaken in controlled, supervised conditions.	Restricted-response and/or structured questions under closed-book, supervised conditions of 90 minutes duration.		
Construction Planning	Outcomes 1, 2, and 3 may be assessed on an individual basis in controlled supervised conditions in a computer suite with appropriate software, with a balance of short answer, restricted-response, graphical-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions.				
Construction Site Surveying A	Short answer and/or restricted-response questions under open-book, supervised conditions of 60 minutes duration.	Evidence for Outcomes 2, 3 and 4 is produced in open-book, supervised conditions. The learner will actively participate in practical survey fieldwork events as part of a team and will produce appropriate documentation and drawings to confirm the survey elements.			
Construction Site Surveying B	Evidence for Outcomes 1, 2 and 3 is produced in open-book, supervised conditions. The learner will actively participate in practical survey fieldwork events as part of a team and will produce appropriate documentation and drawings to confirm the survey elements.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Construction Technology: Domestic Construction	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, extended-response and graphical questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Construction Technology: Indust/Comm Superstructure	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, extended-response and graphical questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Construction Technology: Specialist Systems	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, extended-response and graphical questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Construction Technology: Substructure	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, extended-response and graphical questions. Alternatively, all four Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Conversion and Adaptation of Buildings	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
Design of Building Structures	Short answer and/or restricted-response and graphical questions under closed-book, supervised conditions.	Short answer and/or restricted-response questions under closed-book, supervised conditions.	Short answer and/or restricted-response and graphical questions under closed-book, supervised conditions.		
Economics and the Built Environment	Outcomes 1, 2, 3, 4 and 5 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, extended-response and graphical questions. Alternatively, all five Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 2 hours duration.				
Environmental Building Science	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response, graphical-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions.				
Estimating	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Facilities Management: Operational and Support Services	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Facilities Management: Property Services	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Facilities Resource Planning and Contract Management	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Financial Studies for the Construction Industry	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Fire Safety in Buildings	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Health and Safety in Construction	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
SQA Advanced Certificate in Architectural Technology: Graded Unit 1	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Certificate in Building Surveying: Graded Unit 1	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Certificate in Built Environment: Graded Unit 1	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
SQA Advanced Certificate in Construction Management: Graded Unit 1	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Certificate in Quantity Surveying: Graded Unit 1	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Diploma in Architectural Technology: Graded Unit 2	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Diploma in Building Surveying: Graded Unit 2	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
SQA Advanced Diploma in Construction Management: Graded Unit 2	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
SQA Advanced Diploma in Quantity Surveying: Graded Unit 2	All Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
Human Resource Management in Construction	Assessment takes the form of a case study in which the learners work in small groups. All evidence is produced in controlled and supervised conditions.	Assessment takes the form of a case study in which the learners work in small groups. All evidence is produced in controlled and supervised conditions.	Restricted-response or structured questions under open-book, supervised conditions of 60 minutes duration maximum.		

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Managing Construction Organisations	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Mathematics for Construction/Mathematics for the Built Environment	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 1 hour duration.				
Personal Development and Planning	All Outcomes should be assessed as an integrated case study by the production of a personal development portfolio. A significant part of the evidence can be produced without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				
Quality in Construction	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Quantitative Building Studies: Building Services	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Quantitative Building Studies: Floors and Roofs	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Quantitative Building Studies: Substructure and Drainage	Outcomes 1, 2 and 3 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all three Outcomes may be assessed as a single, integrated assessment event in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				
Quantity Surveying Practice	Short answer and/or restricted-response questions under open-book, supervised conditions of 90 minutes duration.		Short answer and/or restricted-response questions under open-book, supervised conditions of 90 minutes duration.		
Scottish Law for Construction	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration.				

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Site Administration	Assessment takes the form of a case study. All evidence is produced in controlled and supervised conditions.	Assessment takes the form of a case study. All evidence is produced in controlled and supervised conditions.	Assessment takes the form of a case study in which the learners work in small groups. All evidence is produced in controlled and supervised conditions.	Restricted-response and structured questions under open-book, supervised conditions of 60 minutes duration.	
Standard Forms of Construction Contract	Restricted-response or structured questions under open-book, supervised conditions of 45 minutes duration maximum.	Restricted-response or structured questions under open-book, supervised conditions of 45 minutes duration maximum.	Restricted-response or structured questions under open-book, supervised conditions of 45 minutes duration maximum.	Restricted-response or structured questions under open-book, supervised conditions of 45 minutes duration maximum.	
Statutory Control of Buildings	Short answer and/or restricted-response questions under open-book, supervised conditions of 60 minutes duration.	Short answer and/or restricted-response questions under open-book, supervised conditions of 60 minutes duration.	Short answer and/or restricted-response questions under open-book, supervised conditions of 60 minutes duration.		

Unit	Assessment				
	Outcome 1	Outcome 2	Outcome 3	Outcome 4	Outcome 5
Structural Mechanics	Outcomes 1, 2, 3 and 4 may be assessed on an individual basis in closed-book conditions with a balance of short answer, restricted-response and extended-response questions. Alternatively, all four Outcomes may be assessed as a case study in a final, end-of-Unit assessment under similar conditions of maximum 3 hours duration				
Surveying Historic Buildings	Both Outcomes should be assessed in a single, integrated case study. A significant part of the project can be without close supervision although the assessor may provide guidance and support. While time constraints are relaxed, project work must be carried out within an agreed, set time frame.				
Sustainability and Modern Methods of Construction	Outcomes 1, 2, 3 and 4 should be conducted under closed-book conditions but may incorporate material specified by the centre and produced by the learner over the period of delivery, for example, research and investigation portfolio. Questions should be structured to give learners the opportunity to give short and extended responses.				
Work Role Effectiveness	Practical assignment involving personal appraisal, evaluation and development aims. While time constraints are relaxed, project work must be carried out within an agreed, set time frame, with pre-determined sanctions in operation when deadlines are not met.				

6.2 Delivery

The structure of the qualifications allows for a high degree of flexibility in the delivery mode. The awards could be offered on full-time, block-release, day release or evening modes. A distance learning delivery mode is possible providing adequate materials, tutorial support and assessment facilities exist. Combination of delivery modes is also a possibility. Such combined modes of study may enable learners to complete the awards within a shorter time period.

There are many opportunities for integrative delivery of Units within each of the awards. Teaching and learning for mathematics and science Units could be integrated with technology Units, and assessment should be encouraged to be within the application of technology Units. Graded Units provide the opportunity for integration of knowledge and skills across the Units in an award. Supporting Notes with each Unit identify specific opportunities for integration with other Units.

Centres will define which order Units are undertaken based on learner recruitment patterns, mode of delivery, resource issues and logical progression dictated by topic and Unit content.

Provided that adequate material and tutorial expertise existed these awards could be delivered by Open/Distance learning as well as on an online basis. Centre devised supervision agreements should detail controlled conditions to ensure authenticity of evidence.

The awards lend themselves to a wide range of delivery mechanisms including case studies, formal teaching, tutorial, group work, laboratory/practical work and, where appropriate, work based learning. Centres should develop clear delivery and assessment strategies taking into account the efficacy of teaching, learning, and the use of resources, modes of attendance and the need for a rigorous but not excessively demanding assessment regime.

6.3 Assessment

The assessment strategy is designed to ensure an appropriate level of rigour whilst not imposing excessive demands on centres or learners.

The design principles for SQA Advanced awards encourage a more holistic approach to assessment and this has been adopted in this award. The SQA Advanced specification places the emphasis on assessing the whole Outcome or a combination of Outcomes rather than on individual Performance Criteria. There is also the intention to reduce the assessment loading for both learners and centres and Unit definitions allow the use of 'sampling' of Knowledge and/or Skills where appropriate.

Each Unit Descriptor includes guidance on delivery and assessment and, where appropriate, any relationship with delivery and assessment of other Units. Requirements for knowledge, skills, sampling, evidence and conduct of assessments is provided for each Outcome in the Unit. Opportunities for integrative assessment across Units is provided and it is generally recommended that topics such as mathematics and fluid mechanics are assessed within Units which apply fundamental theory to practical applications. Assessment guidance includes a variety of conditions including open/closed-book, case study, etc.

Exemplar assessment instruments are available for all mandatory Units and optional Units. The exemplar provides guidance on content, conduct, evidence required and marking and grading. Centres are expected to use these exemplars as templates when producing further assessment instruments.

6.4 Recognition of Prior Learning

SQA recognises that learners gain knowledge and skills acquired through formal, non-formal and informal learning contexts.

In some instances, a full Group Award may be achieved through the recognition of prior learning. However, it is unlikely that a learner would have the appropriate prior learning and experience to meet all the requirements of a full Group Award.

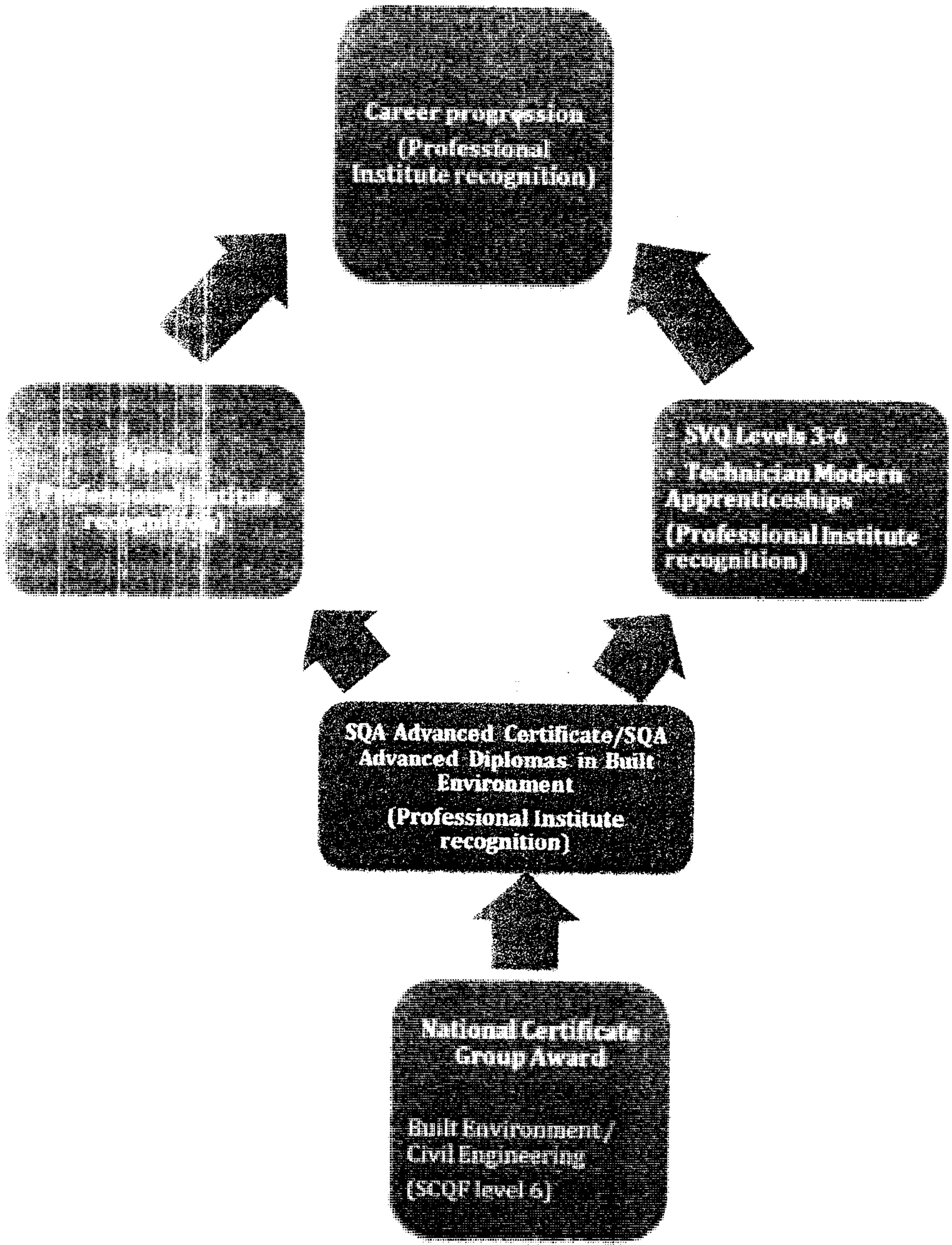
The recognition of prior learning may **not** be used as a method of assessing in the following types of Units and assessments:

- SQA Advanced Graded Units
- Course and/or external assessments
- Other integrative assessment Units (which may or not be graded)
- Certain types of assessment instruments where the standard may be compromised by not using the same assessment method outlined in the Unit
- Where there is an existing requirement for a licence to practice
- Where there are specific health and safety requirements
- Where there are regulatory, professional or other statutory requirements
- Where otherwise specified in an Assessment Strategy

More information and guidance on the *Recognition of Prior Learning* (RPL) may be found on our website **www.sqa.org.uk**.

The following sub-sections outline how existing SQA Unit(s) may contribute to this Group Award. Additionally, they also outline how this Group Award may be recognised for professional and articulation purposes.

6.4.1 Articulation and/or progression



6.4.2 Professional recognition

The SQA Advanced qualifications in the Built Environment have been developed with both career progression and professional development in mind. It is essential that students gain the maximum benefit from their programme of study.

The major professional bodies related to the range of built environment disciplines covered by these awards are:

Architectural Technology: Chartered Institute of Architectural Technologists (CIAT)

Building/Quantity Surveying: Royal Institution of Chartered Surveyors (RICS)

Construction Management: Chartered Institute of Building (CIOB)

Most professional bodies provide broad recognition of SQA Advanced Certificate and SQA Advanced Diploma awards against their educational requirements for membership. Some professional bodies accredit individual courses at colleges and universities. Professional body membership requires a combination of the educational base and verification of professional experience.

CIAT is the lead qualifying body for Architectural Technology. The required level of academic qualification for the function of the Architectural Technician is an SQA Advanced Certificate with appropriate experiential learning or the full-time SQA Advanced Diploma followed by structured and evidenced experiential learning. These are recognised routes towards TCIAT and access routes to degree programmes which lead to MCIAT.

CIOB has a wide ranging membership portfolio. In addition to Built Environment and Construction Management learners, those working in other construction disciplines, including those above, are eligible to apply for CIOB.

The SQA Advanced Certificate and SQA Advanced Diploma awards in Quantity Surveying and Building Surveying are well-established routes towards the Tech RICS award and as part of a Degree route to RICS membership or as qualifications in their own right. There is no reason to believe that these awards will not receive continuing recognition from RICS as an educational base.

The awards are also recognised as underpinning knowledge to appropriate SVQ/NVQ qualifications at levels 3 and 4.

6.5 Opportunities for e-assessment

E-assessment may be appropriate for some elements in these Awards. By e-assessment we mean assessment which is supported by Information and Communication Technology (ICT), such as e-testing or the use of e-portfolios or social software. Centres which wish to use e-assessment must ensure that the national standard is applied to all learner evidence and that conditions of assessment as specified in the Evidence Requirements are met, regardless of the mode of gathering evidence.

The most up-to-date guidance on the use of e-assessment to support SQA's qualifications is available at www.sqa.org.uk/e-assessment.

6.6 Support materials

A **list of existing ASPs** is available to view on SQA's website.

6.7 Resource requirements

Much of the content of these SQA Advanced Qualifications can be delivered in a traditional academic learning and teaching environment. However, certain Units demand specialist resources and equipment to ensure proper coverage of vocational and technical content.

HR45 47 *Construction Materials and Specifications*

Access to a materials testing laboratory would be required along with an appropriate selection of construction materials to ensure the Outcomes of the 'Materials' Units could be met.

HR48 47 *Construction* Site Surveying A

Construction Site Surveying A requires an array of land surveying equipment in sufficient quantity to permit learners to operate in small groups and in turn, contribute to the group dynamic.

HR3L 47 *Computer Aided Drafting 2D I*
HR3H 47 *Computer Aided Drafting 2D II*
HR3K 47 *CAD Architectural 1*
HR3J 47 *CAD 3D Modelling*

Access to a computer suite is essential. A selection of software is required, to allow word-processing and CAD activities. Internet access is essential to enhance research activities.

Each discipline has specific requirements in terms of documents, texts, IT software and hardware that are required to support the learning processes. Examples are: Scottish Building Standards: Technical Handbooks, Standard Methods of Measurement and contract planning programmes.

Investment in a selection of appropriate, construction-specific texts and journals would be essential to provide a comprehensive and balanced resource pool which, in turn, would ensure a broad and effective learning environment for the learner.

7 General information for centres

Equality and inclusion

The Unit specifications making up this Group Award have been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners will be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence. Further advice can be found on our website **www.sqa.org.uk/assessmentarrangements**.

Internal and external verification

All instruments of assessment used within this/these qualification(s) should be internally verified, using the appropriate policy within the centre and the guidelines set by SQA.

External verification will be carried out by SQA to ensure that internal assessment is within the national guidelines for these qualifications.

Further information on internal and external verification can be found in *SQA's Guide to Assessment* (**www.sqa.org.uk/GuideToAssessment**).

8 Glossary of terms

Embedded Core Skills: is where the assessment evidence for the Unit also includes full evidence for complete Core Skill or Core Skill components. A learner successfully completing the Unit will be automatically certificated for the Core Skill. (This depends on the Unit having been successfully audited and validated for Core Skills certification.)

Finish date: The end of a Group Award's lapsing period is known as the finish date. After the finish date, the Group Award will no longer be live and the following applies:

- learners may not be entered for the Group Award
- the Group Award will continue to exist only as an archive record on the Awards Processing System (APS)

Graded Unit: Graded Units assess learners' ability to integrate what they have learned while working towards the Units of the Group Award. Their purpose is to add value to the Group Award, making it more than the sum of its parts, and to encourage learners to retain and adapt their skills and knowledge. (**Note to writer:** delete if not applicable to product type)

Lapsing date: When a Group Award is entered into its lapsing period, the following will apply:

- the Group Award will be deleted from the relevant catalogue
- the Group Award specification will remain until the qualification reaches its finish date at which point it will be removed from SQA's website and archived
- no new centres may be approved to offer the Group Award
- centres should only enter learners whom they expect to complete the Group Award during the defined lapsing period

SQA credit value: The credit value allocated to a Unit gives an indication of the contribution the Unit makes to an SQA Group Award. An SQA credit value of 1 given to an SQA Unit represents approximately 40 hours of programmed learning, teaching and assessment.

SCQF: The Scottish Credit and Qualification Framework (SCQF) provides the national common framework for describing all relevant programmes of learning and qualifications in Scotland. SCQF terminology is used throughout this guide to refer to credits and levels. For further information on the SCQF visit the SCQF website at **www.scqf.org.uk**.

SCQF credit points: SCQF credit points provide a means of describing and comparing the amount of learning that is required to complete a qualification at a given level of the Framework. One National Unit credit is equivalent to 6 SCQF credit points. One National Unit credit at Advanced Higher and one SQA Advanced Unit credit (irrespective of level) is equivalent to 8 SCQF credit points.

SCQF levels: The level a qualification is assigned within the framework is an indication of how hard it is to achieve. The SCQF covers 12 levels of learning. SQA Advanced Certificates and SQA Advanced Diplomas are available at SCQF levels 7 and 8 respectively. SQA Advanced Units will normally be at levels 6–9 and Graded Units will be at level 7 and 8. National Qualification Group Awards are available at SCQF levels 2–6 and will normally be made up of National Units which are available from SCQF levels 2–7.

Subject Unit: Subject Units contain vocational/subject content and are designed to test a specific set of knowledge and skills.

Signposted Core Skills: refers to opportunities to develop Core Skills arise in learning and teaching but are not automatically certificated.

Qualification Design Team: The QDT works in conjunction with a Qualification Manager/Development Manager to steer the development of the National Certificate/National Progression Award from its inception/revision through to validation. The group is made up of key stakeholders representing the interests of centres, employers, universities and other relevant organisations.

9 General information for learners

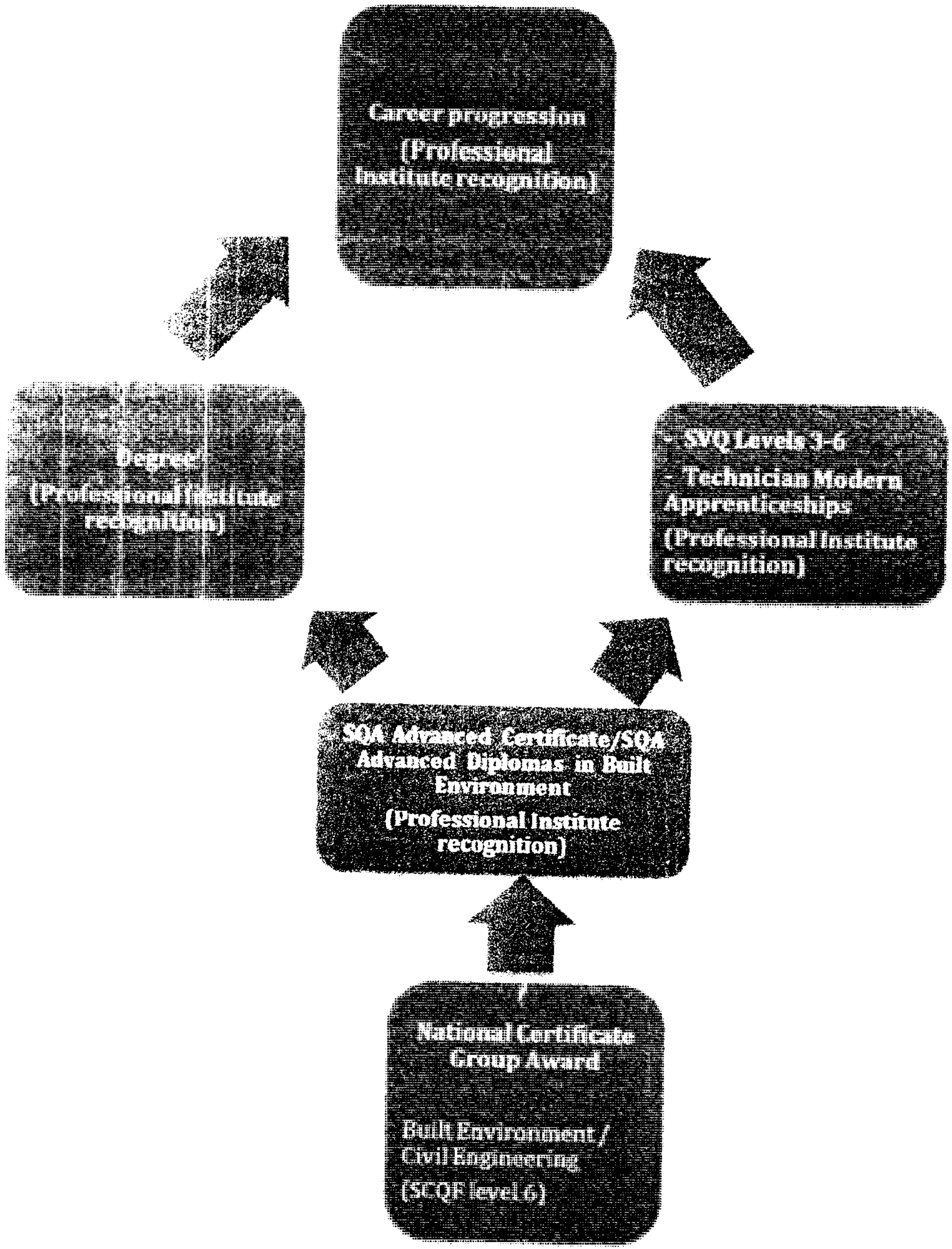
This section will help you decide whether this is the qualification for you by explaining what the qualification is about, what you should know or be able to do before you start, what you will need to do during the qualification and opportunities for further learning and employment.

The SQA Advanced Certificates and Diplomas in the Built Environment disciplines are mainly a knowledge-based qualifications which require you to spend the majority of your time in a classroom location as well as participating in local site visits, research and fieldwork.

The SQA Advanced Certificates and Diplomas in the various disciplines are designed to equip you with the knowledge, understanding and skills to allow you to gain employment in the construction industry, eg:

- Architectural Technician
- Construction Technician
- Materials Technician
- Quantity Surveying Technician
- Land Surveyor
- Buyer
- Planner
- Estimator

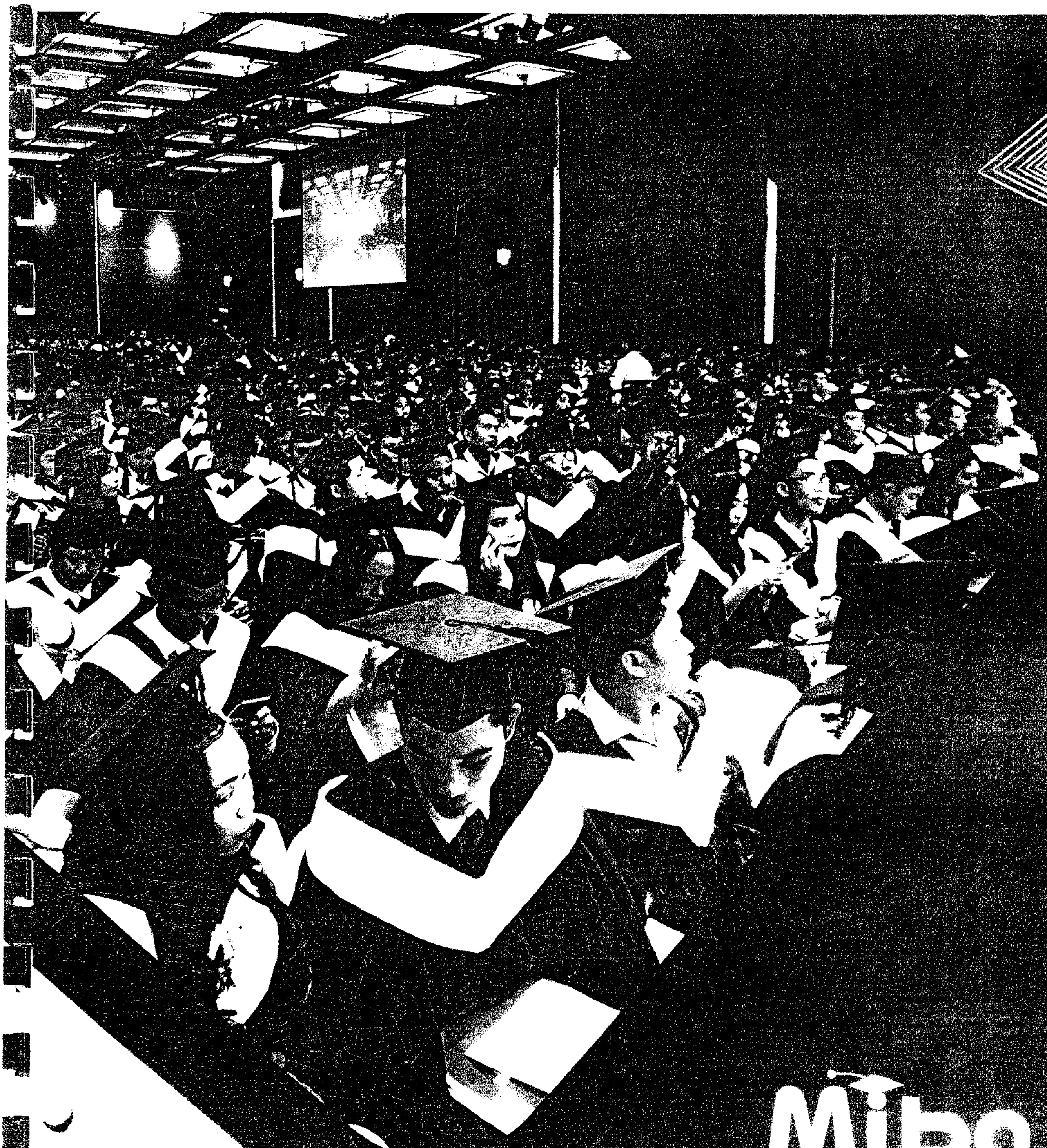
all at trainee or technician level, or to progress to a higher level qualification.



Each SQA Advanced Certificate requires you to achieve a minimum of 12 credits by completion of all mandatory Units and the required number of optional Units. You may of course, undertake additional Units (credits) to add to your portfolio and these also will be credited to you in your certification.

Each National Diploma requires you to achieve a minimum of 30 credits by completion of all mandatory Units and the required number of optional Units. You may of course, undertake additional Units (credits) to add to your portfolio and these also will be credited to you in your certification.

If you wish to investigate career opportunities in the construction industry, you can contact Construction Skills at **www.citb.org.uk**



Miba

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Princeton Management College

PRINCETON
MANAGEMENT COLLEGE

Wrexham Glyndŵr University

Vision

အစဉ်ဖွံ့ဖြိုးတိုးတက်နေသော နိုင်ငံတကာပညာရပ်များအား လွယ်လင့်တကူ လေ့လာဆည်းပူးနိုင်အောင် ဆောင်ရွက်ပေးခြင်းဖြင့် လူသားအရင်းအမြစ် ဖွံ့ဖြိုးတိုးတက်မှုနှင့် အတူ အောင်မြင်သူများစွာဖန်တီးပေးနိုင်ရေး။

Missions

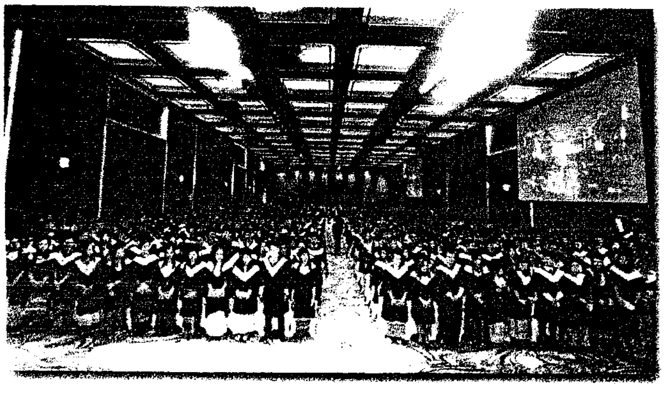
- ကိုယ်ရည်ကိုယ်သွေး မြင့်မားသည့် အောင်မြင်သူများစွာကို မွေးထုတ်ပေးနိုင်ရမည်။

- အခြေခံပညာရေးတွင် ပြီးဆုံးအောင် မသင်ယူနိုင်ခဲ့သော လူငယ်ထုအား ကိုယ်ရေကိုယ်သွေး ပြည့်မှီစွာဖြင့် အနာဂါတ်လမ်း ဆက်လက် လျှောက်လှမ်းနိုင်အောင် ဆောင်ရွက်ပေးနိုင်ရမည်။

- အစဉ်ဖွံ့ဖြိုးတိုးတက်နေသော နိုင်ငံတကာပညာရပ်များအား အချိန်နှင့်တပြေးညီ စဉ်ဆက်မပြတ် ဆည်းပူးနိုင် အောင်ဆောင်ရွက်ပေးနိုင်ရမည်။

- နိုင်ငံတကာပညာရေး သုတေသနရပ်ဝန်းတစ်ခု ပီပြင်စွာ ဖြစ်ပေါ်လာရေး အတွက် အကောင်အထည် ဖော်ဆောင်ရွက်ပေးနိုင်ရမည်။

- ပညာဆည်းပူးလျှက်ရှိသည့် လူငယ်များကိုလည်း နိုင်ငံတကာတွင် ဖွံ့ဖြိုးတိုးတက်နေသော ပညာရပ်များအား အခက်အခဲမရှိ ပြည်တွင်း၌လေ့လာသင်ယူခွင့်ရရှိအောင် ဆောင်ရွက်ပေးနိုင်ရမည်။



Myanmar International Business Academy
စတင်တည်ထောင်ဖွင့်လှစ်ခြင်း

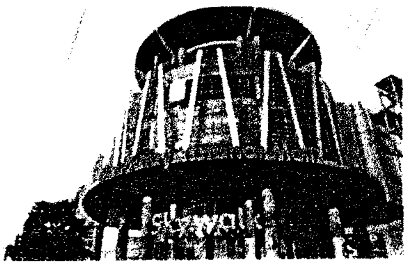
Myanmar International Business Academy ကို ၂၀၁၅ ခုနှစ် ဖေဖော်ဝါရီ ၁၅ တွင် ရန်ကုန်မြို့ ပထမဦးဆုံး စတင်ဖွင့်လှစ်ခဲ့ပါသည်။







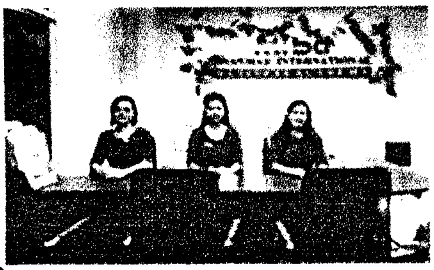
၂၀၁၆ ဇွန်လ ၅ ရက်နေ့ မန္တလေးမြို့ တွင် ဒုတိယမြောက် ကျောင်းခွဲအား ဖွင့်လှစ်ခဲ့ပါသည်။







၂၀၁၇ ခုနှစ် အောက်တိုဘာလ ၁ ရက်နေ့တွင် တတိယမြောက် ကျောင်းခွဲအား ရန်ကုန်မြို့ [illegible]င်မြို့နယ် MICT Park တွင် ဖွင့်လှစ်ခဲ့ပါသည်။

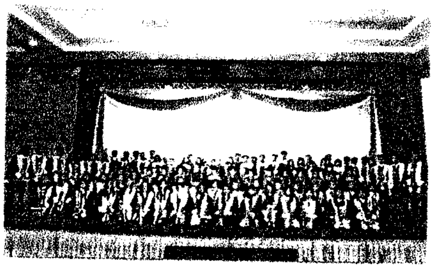




[illegible] ခုနှစ် မတ်လတွင် ရန်ကုန်မြို့ အင်းစိန်မြို့နယ်၌ [illegible]



အောင်မြင်သူများ ဖန်တီးခြင်း သမိုင်း

Myanmar International Business Academy အနေဖြင့် ဘွဲ့နှင်းသဘင် အခမ်းအနားများအား နှစ်စဉ် ကျင်းပပေးလျက်ရှိပြီး ပထမဦးဆုံးအကြိမ် ဘွဲ့နှင်းသဘင်အား ၂၀၁၇ ခုနှစ် ဖေဖော်ဝါရီလ (၁၈) ရက်နေ့၌ ရန်ကုန်မြို့ Gamada Hall တွင် ကျင်းပခဲ့ပါသည်။


ဒုတိယအကြိမ်မြောက် ဘွဲ့နှင်းသဘင်အား ၂၀၁၇ ခုနှစ် စက်တင်ဘာလ (၁၇) ရက်နေ့တွင် ရန်ကုန်မြို့ Sky Star Hotel တွင် ကျင်းပခဲ့ပါသည်။





တတိယအကြိမ်မြောက် ဘွဲ့နှင်းသဘင် အား မန္တလေးမြို့ Hilton Hotel တွင် ကျင်းပခဲ့ပါသည်။





စတုတ္ထအကြိမ်မြောက် ဘွဲ့နှင်းသဘင် အား ရန်ကုန်မြို့ LOTTE Hotel တွင် ကျင်းပခဲ့ပါသည်။





မိတ်ဖက်အဖွဲ့အစည်းများနှင့် ပူးပေါင်းဆောင်ရွက်ခြင်း

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International Qualifications Network (IQN) UK

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Association of Business Executive (ABE) UK

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OTHM (UK)

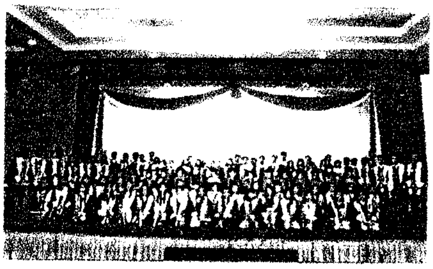
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Institute of Commercial Management (ICM, UK)

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အောင်မြင်သူများ [illegible]

Myanmar International Business Academy အနေဖြင့် ဘွဲ့နှင်းသဘင် အခမ်းအနားများအား နှစ်စဉ် ကျင်းပပေးလျက်ရှိပြီး ပထမဦးဆုံးအကြိမ် ဘွဲ့နှင်းသဘင်အား ၂၀၁၇ ခုနှစ် ဖေဖော်ဝါရီလ (၁၈) ရက်နေ့၌ ရန်ကုန်မြို့ Gamada Hall တွင် ကျင်းပခဲ့ပါသည်။


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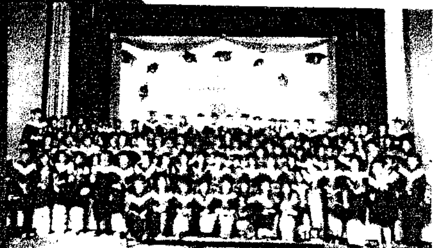


တတိယအကြိမ်မြောက် ဘွဲ့နှင်းသဘင် အား မန္တလေးမြို့ Hilton Hotel တွင် ကျင်းပခဲ့ပါသည်။





[illegible]အကြိမ်မြောက် ဘွဲ့နှင်းသဘင် အား ရန်ကုန်မြို့ LOTTE Hotel တွင် [illegible]


မိတ်ဖက်အဖွဲ့အစည်းများနှင့် ပူးပေါင်းဆောင်ရွက်ခြင်း

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Institute of Commercial Management (ICM,UK) နှင့် ၂၀၁၇ ခုနှစ် ဧပြီလ တွင် စတင်လက်တွဲခဲ့ပြီး Single Subject Diploma in Business Management and Administration , Single Subject Diploma in Financial Management , Single Subject Diploma in Marketing Management , Single Subject Diploma in Human Resource Management , Single Subject Diploma in Human Resource Development I and Single Subject Diploma in Human Resource Development II စသည့် ဘာသာရပ်များအား သင်ကြားပို့ချပေးလျက်ရှိပါသည်။

UCSI University (Malaysia)

UCSI University (Malaysia) တက္ကသိုလ်နှင့် ၂၀၁၇ ခုနှစ် ဖွန်လတွင် စတင်လက်တွဲခဲ့ပြီး Master of Business Administration (MBA) သင်တန်းများကို ဖွင့်လှစ်ပို့ချ လျက်ရှိပါသည်၊ ၂၀၁၉ ခုနှစ်မှ စတင်၍ Bachelor of Arts (Hons) Business Administration နှင့် Bachelor of Arts (Hons) Accounting and Finance စသည့် သင်တန်းများကို ဖွင့်လှစ်ပို့ချနိုင်ရေးကို စီစဉ် ဆောင်ရွက် လျက်ရှိပါသည်။

Princeton Management College

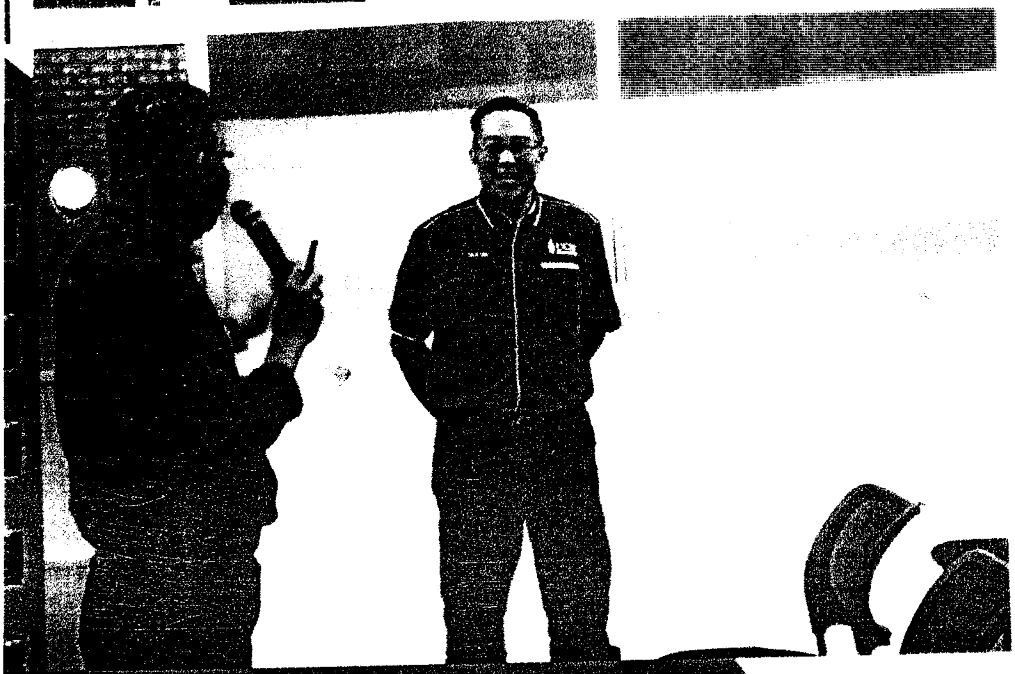
၂၀၁၈ ခုနှစ် ဇန်နဝါရီလမှ စတင်၍ Princeton Management College (Myanmar) နှင့် ပူးပေါင်း၍ Wrexham Glyndwr University (UK) တက္ကသိုလ်ကြီးမှ ချီးမြှင့်သော Master of Business Administration (MBA) ဘွဲ့နှင့် Bacholar of Arts(Hons) Business (Top- up) , Bachelor of Arts(Hons) Accounting and Finance (Top -up) ဘာသာရပ် များနှင့် Singapore နိုင်ငံ SHRM မှ ချီးမြှင့်သည့် Diploma in International Business Management , Advanced Diploma in International Busines Management သင်တန်းများအား ဖွင့်လှစ်သင်ကြားလျက်ရှိပါသည်၊

•UCSI University မှ Dr. Ooi Keng Boon (Dean) နှင့် Mr. Ng Kim Loon (Director)တို့မှ ၀၁၈ခုနှစ် ဇူလိုင်လ (၂၅)ရက်နေ့တွင် UCSI MBA ဘာသာရပ်နှင့်ပါတ်သက်၍ UCSI MBA သင်တန်း တက်ရောက်နေသော Intake အသီးသီးမှ သင်တန်းသားများအား သိသင့်သည်များအား ရှင်းပြခြင်းနှင့် သိလိုသည်များအားဖြေကြားပေးခြင်း အခန်းအနားကို Building-9, 1st Floor, MICT Park, Hlaing Towship, Yangon ရှိ Myanmar International Business Academy တွင် ကျင်းပပြုလုပ်ခဲ့ ပါသည်။





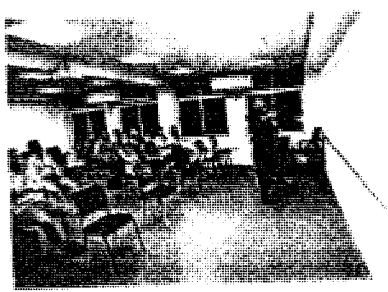




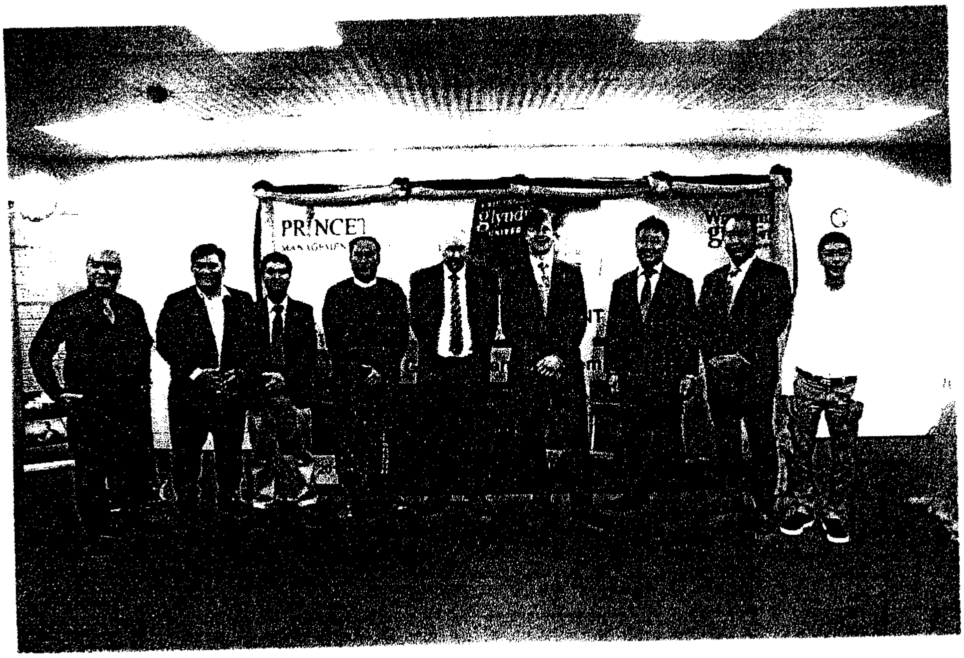






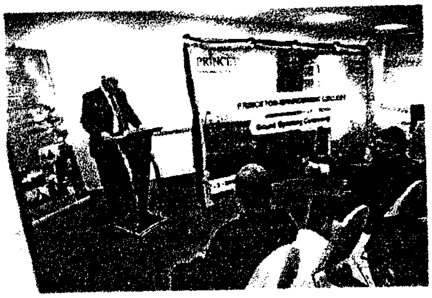


•Wrexham glyndwr University မှ Dr. Aulay Mackenzie (Pro Vice-Chancellor) နှင့် Professor Dr. Janathan Britt (Chairman of Academic & Exam Board)တို့မှ ၂၀၁၈ခုနှစ် မေလ (၂)ရက်နေ့တွင် Wrexham glyndwr University Program များ မိတ်ဆက်ခြင်းအခမ်းအနားကို Building-9, 1st Floor, MICT Park, Hlaing Towship, Yangon ရှိ Princeton Management College နှင့် Myanmar International Business Academy တွင် ကျင်းပပြုလုပ်ခဲ့ပါသည်။















2019 တွင် တိုးချဲ့ဖွင့်လှစ်မည့် သင်တန်းများ

၁။ Scottish Qualifications Authority (SQA) အဖွဲ့အစည်းကြီးမှတိုက်ရိုက်ချီးမြှင့်သော အောက်ပါ ဘာသာရပ်များအား သက်ဆိုင်ရာနယ်ပါယ် အသီးသီးရှိ အရင်းအမြစ်များ ဖွံ့ဖြိုးတိုးတက်စေရန် ရည်ရွယ်၍ မြန်မာနိုင်ငံအတွင်းရှိ ဘာသာရပ်ဆိုင်ရာ ပင်မတက္ကသိုလ်များနှင့် ပညာရပ်ကျွမ်းကျင်မှုဆိုင်ရာ အသင်းအဖွဲ့များ ဖြင့်ပူးတွဲ၍ ဖွင့်လှစ် သင်ကြားနိုင်ရေး ဆောင်ရွက်သွားမည်-

Civil Engineering Program (SQA)

- SQA Advanced Certificate in Civil Engineering
- SQA Advanced Diploma in Civil Engineering

Architect Engineering Program (SQA)

- SQA Advanced Certificate in Build Environment
- SQA Advanced Certificate in Architectural Technology
- SQA Advanced Certificate in Construction Management
- SQA Advanced Certificate in Building Surveying
- SQA Advanced Certificate in Quantity Surveying
- SQA Advanced Diploma in Architectural Technology
- SQA Advanced Diploma in Construction Management
- SQA Advanced Diploma in Building Surveying
- SQA Advanced Diploma in Quantity Surveying

Art and Design Program (SQA)

- SQA Advanced Certificate in Art and Design
- SQA Advanced Diploma in Art and Design

Myanmar International Business Academy နှင့် မြန်မာနိုင်ငံသားများ ကျွမ်းကျင်မှု "စံ" သတ်မှတ်ပြဋ္ဌာန်းရေး အဖွဲ့ National Skills Standards Authority (NSSA) တို့ ပူပေါင်း၍ Sales နှင့် Cashier သင်တန်းများကို ဖွင့်လှစ်ရန် စီစဉ်လျက်ရှိပါသည်။

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Myanmar International Business Academy

(MIBA) တွင်

ဖွင့်လှစ်သင်ကြားနေသော၊

သင်ကြားရန် စီစဉ်လျက်ရှိသော

သင်တန်းများ



UCSI University

Weekend Class | 12 Months

MBA

MASTER OF BUSINESS ADMINISTRATION

COURSE STRUCTURE

Semester 1
- Financial Accounting and Analysis
- Information Technology for Managers
- Marketing Management
- Human Resource Management
- Research Methods for Business and Management

Semester 2
- Ethics and Corporate Social Responsibility
- International Business and Management
- Business Policy and Strategic Management
- Research Planning

Semester 3
- Financial Management and Policy
- Operations and Logistics Management
- Master Coursework Project

Plus one elective course chosen from the list below:
- Blue Ocean Strategy
- Supply Chain Management
- [illegible]ort and Export Management

The UCSI University MBA programme is specially designed to provide access to higher learning opportunities for both local and international practitioners and professionals. The Programme is practical-based course that incorporates tools, methodologies and frameworks of the Blue Ocean Strategy. The Blue Ocean Strategy provides a systematic appreach to making the competition irrelevant. UCSI University is the only Malaysian institution of higher learning to offer a postgratuate programme based on this frame work. UCSI University incorporates a diverse and exciting blended learning approach by imparting knowledge through workshops, presentations and case studies. UCSI University's MBA programme is supported by a team of highly qualified academicians specialising in various sectors and equipped with extensive industry experience.

The scope of studies also includes current devlopment and debates on business and management topics at both the theortical and applied levels. Graduate students will be encouraged to conduct theoretical exercises on these topics and their relevance to actual practice, in particular their applicability to small and medium-sized enterprises and industres worldwide. Industrial practitoners and corporate consultants will be featured as speakers during the programme. As a graduate programme, the MBA study promotes lifelong learning among learners to prepare them for international employment opportunities, future career development and further research and study anywhere in the world.

ENTRY REQUIREMENTS

Qualifications

- A bachelor's degree with minimum CGPA of 2.50 or equivalent.
- A recognized bachelor's degree with CGPA below 2.50 or equivalent. Minimum of [illegible] years working experience in [illegible] field.

English Requirement

- IELTS Band 6.0 [illegible]
- [illegible]

Teaching and learning

The dynamic learning process involves various methods. Teaching and learning approaches may include lectures, case analysis, individual or group assignments, examinations, guest speakers, presentations, and seminars. In addition, class sizes create a collaborative and highly interpersonal environment for the students.

INTAKES

January, May and September

BA (Hons) Accounting & Finance

A9515 (R/344/6/0199)

In line with the Faculty's innovative approach where traditional business courses are redesigned to provide students with the career mobility to tap into the growing finance industry, this is a unique programme that adds a finance edge to the popular accounting degree. Learners will be equipped with important accounting and financial knowledge to succeed in either the accounting or finance world.

Professional Recognitions and Paper Exemptions

Chartered Tax Institute of Malaysia
7 out of 10 papers

Certified Public Accountant
All 6 foundation papers

Association of Chartered Certified Accountants
All 9 papers in Fundamentals

Chartered Institute of Management Accountants
? papers

Institute of Chartered Accountants in England and Wales
4 papers

The Chartered Institute of Public Finance and Accountancy
6 papers

SUBJECT LISTING

YEAR 1

Financial Markets and Institutions
Introductory Accounting
Statistics and Its Application
Microeconomics
Business Information System
Management Accounting 1
Business Communication
Macroeconomics
Financial Reporting Standards
Co-Operative Placement 1

YEAR 2

Business Law
Management Science
Capital Financing and Investment
Corporate Accounts
Business Research Methods
Management Accounting 2
Taxation 1
Company Law
Advanced Corporate Accounts
Corporate Finance
Management Ethics
Business Modelling and Spreadsheet
Co-Operative Placement 2
Elective 1 (Choose Two)
- *One to One Marketing*
- *Auditing 1*
- *Internet in Practice*

YEAR 3

Financial Research Project A
Strategic Financial Management
International Business
Financial Research Project B
Multinational Finance
Strategic Management
Strategic Information Systems Management
Advanced Management Accounting
Co-Operative Placement 3
Elective 2 (Choose Two)
- *Strategic Marketing*
- *Auditing 2*
- *Taxation 2*
- *Issues in Business*

*** General Courses (MPU) are compulsory for all students. Please refer to the last page.**

ENTRY REQUIREMENTS

Qualifications:

- *UCSI Foundation year*

Minimum CGPA of 2.50, and a credit in Mathematics at SPM level

- ***A-levels***

Minimum 2 D grades

English Requirement :

- *At least IELTS Band 5.5 or TOEFL 550 or its equivalent (A compulsory requirement from MQA)*
- *International students holding equivalent academic qualifications but which are not conducted in English are required to sit for the English Placement Test, which may result in the taking of the English Enrichment Programme (1 to 10 months). Students, who intend to pursue the above undergraduate programme directly, are advised to fulfil the above English requirements prior to commencing their studies at the University.*

International Degree [illegible]
Deakin University (1+2)
B Commerce Maj[illegible]
Systems / Fi[illegible]

Ca[illegible]

INTAKES

January, May and September

BA (Hons) Business Administration

A9514 (R/345/6/0448)

The demand for qualified business professionals will always be high and this programme stands out for its emphasis on hands-on learning that equips students with the knowledge needed to manage and improve a company's performance. An ever dynamic course content that evolves with the business world, students will develop their creative and decision-making capabilities by engaging with real-life case materials in a stimulating learning environment.

Professional Recognitions and Paper Exemptions

MAICSA
Leading Governance

Malaysian Institute of Chartered Secretaries and Administrators
Full exemption for Professional Diploma in Corporate Administration
3 out of 8 papers towards ICSA International Qualification

ENTRY REQUIREMENTS

Qualifications:

- ***UCSI Foundation year***

Pass, with a minimum CGPA of 2.0

- ***A-levels***

Minimum 2 principals (E)

English Requirement :

A distinction (A+, A or A-) in the English Language subject at SPM/ [illegible] or MUET Band 5; or a score of 196 (computer-based) / 525 [illegible] (internet-based) in TOEFL; or Band 5.5 in IELTS.

In the event that the English Language Requirements are not met, students may be required to undertake additional English module(s) prior to or concurrently with the undergraduate programme, based on the University's decision.

Intakes

January, May and September

Careers

Account manager • Business consultant • Management analyst • Project manager • Retail specialist • Sales engineer

SUBJECT LISTING

YEAR 1

Business Accounting
Business Communication
Business Information Systems
Business Law
Statistics and Its Applications
Macroeconomics
Microeconomics
Organisational Behaviour
Fundamentals of Management
Fundamentals of Marketing
Co-Operative Placement 1

YEAR 2

Company Law
Business Mathematics
Business Modelling with Spreadsheet
Business Research Methods
Management Science
Managing People
Corporate Communication
Financial Management
Managerial Accounting
Internet in Practice
Management Ethics
Co-Operative Placement 2

YEAR 3

Corporate Finance
Contemporary Human Resource Management
Final Project A
Final Project B
International Business
Organisational Development & Change
Strategic Information Systems Management
Strategic Management
Issues in Business
Entrepreneurship
Retail Marketing
Services Marketing
Co-Operative Placement 3

*** General Courses (MPU) are compulsory for all students. Please refer to the last page.**

International Degree Pathway

- **Deakin University** (1.5+1.5)
  B Commerce Major: Business Information Systems / eBusiness / Economics / Human Resources Management / International Business / International Management / International Trade & Economic Policy / Management / Quantitative Business Analysis / Supply Chain Management
- **University of Queensland** (1.5+1.5)
  B Commerce Major: Accounting / Business Information Systems / Finance
  B Management Major: Business Economics / eBusiness / Human Resources / International Business / Advertising / Real Estate & Development / Sustainability / Marketing
- **University of the West of England, Bristol** (2+1)
  BA (Hons) Business Management

PRINCETON MANAGEMENT COLLEGE

MIBA MYANMAR INTERNATIONAL BUSINESS ACADEMY

Diploma in International Business Management

- Principles of Management
- Data Analytics
- E-commerce Management
- Fundamentals of Marketing
- Principles of Economics
- Global Business Environment
- Managing Change
- International Business Communications

စင်္ကာပူနိုင်ငံ SHRM College မှ ချီးမြှင့်သော Diploma in International Business Management လက်မှတ်ရ ကျောင်းသားတစ်ယောက်သည် ခေတ်နဲ့အညီ တိုးတက်ပြောင်းလဲနေသော စီးပွားရေးမြင်ကွင်းကို လေ့လာသင်ယူရမည်ဖြစ်ပြီး စီးပွားရေးလုပ်ငန်း၏ အခြေခံဖြစ်သော ဈေးကွက်ထိုးဖောက်ရေး၊ သတင်းအချက်အလက်များကို တွက်ချက်ရေး နှင့် ဆက်သွယ်ညှိနှိုင်းရေး နည်းလမ်းအသွယ်သွယ်တို့ကို နားလည်သဘောပေါက်စေရန် ရည်ရွယ်ပါသည်။

Advanced Diploma in International Business Management

- Legal Aspects of Business
- Luxury Brand Marketing
- International Strategic Mangement
- Managing Human Capital for Service Excellence
- Accounting for Business Decision Making
- Research Methods
- Contemporary Issues in International Business
- Social Media and Business

စင်္ကာပူနိုင်ငံ SHRM College မှ ချီးမြှင့်သော Advanced Diploma in International Business Management လက်မှတ်ရကျောင်းသားတစ်ယောက်သည် ခေတ်နဲ့အညီ တိုးတက်ပြောင်းလဲနေသော စီးပွားရေးမြင်ကွင်းနှင့် အပြည်ပြည်ဆိုင်ရာ စီးပွားရေးလုပ်ငန်းများ၏ အကျိုးသက်ရောက်မှုတို့ကို လေ့လာသင်ယူ ရမည်ဖြစ်ပြီး အထ... ဆန်းသစ်ခေတ်မီသောဝန်ဆောင်မှုလုပ်ငန်းများတွင်စီးပွ... အလမ်းများကို ယုံကြည်ချက်ရှိရှိ ရှာဖွေလုပ်ကိုင်နိုင်ရန်

Certificate in Foundation Studies

စင်္ကာပူနိုင်ငံ SHRM College မှ အသိအမှတ်ပြုသော Certificate in Foundation Studies ကို တက်ရော... အင်္ဂလိပ်စာကို နားလည်သဘောပေါက်ပြီး အရေး၊ အဖတ်၊ အပြော 4 skills လုံး တွင် တိုးတက်... ဆက်ဆံရေးနှင့် စဉ်းစားတွေးခေါ် မှုစွမ်းအားတို့ကို သိသိသာသာ တိုးတက်စေရန် ရည်ရွ...

- English Language
- Learning Skills
- Critical Thinking Skills
- Academic Research Skills
- Foundation Mathematics
- Culture Studies

Wrexham Glyndŵr
UNIVERSITY

THE FLAGSHIP QUALIFICATION

Master of Business Administration

HOW WILL YOU LEARN?

- 6 modules conducted over two semesters, together with Research Methods. Dissertation would be in the third semester. Total duration will be 12 months. 100% face-to-face theory classes with practical component.

- You will learn via attending formal lectures, facilitated discussions, presentations, contributing a point of view and sustaining an argument, challenging each other, peer observation of presentations, independent study, completion of assessments and assignment feedback.

- To be awarded the MBA, you must pass all of your modules to attain 120 credits and progress to the dissertation stage. A successful completion of the dissertation is required, and 180 credits attained.



[illegible]R ASSESSMENT SCHEDULE

No.	Module Code & Title	Credits
1	BUS7AR Implementing Strategies	20
2	BUSI704 Integrated Communications	20
3	BUSI703 Financial Insights and Business Intelligence	20
4	BUS7AN Contemporary Leadership Themes	20
5	BUS7AO Evaluating Risk and Decisions	20
6	BUS7AQ Creative Change and Innovation	20
7	BUS7AM Research Methods/Dissertation	60

[illegible]gdom website for more details.

Wrexham Glyndŵr UNIVERSITY

NDERGRADEUATE ROGRAMME

- Bachelor of Arts (Hons) Business (Top up) – awarded by Wrexham Glyndwr University, United Kingdom
- Bachelor of Arts (Hons) Accounting & Finance (Top up) – awarded by Wrexham Glyndw [illegible]

For WHOM?

- Students who have completed a related Level 4 & [illegible] Diploma qualification and would like to enroll in a credible final year degree in Business.

HOW WILL YOU LEARN?

- [illegible] 3 semesters in 12 months [illegible]
- Assessment is continuous throughout each term and may include management reports, portfolio, presentation, group/individual project, forum, essays, etc.

WHAT DO YOU GET ?

Bachelor of Arts (Hons) Business awarded by the Wrexham Glyndwr University.

WHAT WILL YOU LEARN?

- **Strategic Thinking**
- **Strategic Marketing**
- **International Human Resource Management**
- **Globalization: Challenges and Opportunities**
- **Dissertation**

This course covers a range of hands-on, contemporary subjects designed to inspire and equip you for a successful career in the exciting and varied business world.

WHAT DO YOU GET ?

Bachelor of Arts (Hons) Accounting & Finance awarded by the Wrexham Glyndwr University.

WHAT WILL YOU LEARN?

- **Strategic Thinking**
- **Advanced Financial Management**
- **Audit & Assurance**
- **Financial Reporting**
- **Dissertation**

Whether you want a career in accounting or the financial services sector, our accredited degree focuses on crucial subjects relevant to your chosen career path.

Please refer to Wrexham Glyndwr University website for more details.





IQN International Qualifications Network

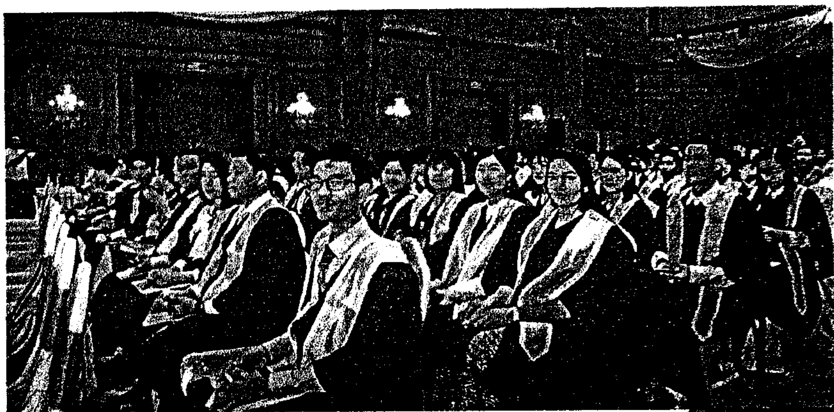
International Qualifications Network (IQN) UK

UK နိုင်ငံအခြေစိုက်ပညာရေးအဖွဲ့အစည်းတစ်ခုဖြစ်ပြီး UK အစိုးရအသိအမှတ်ပြု Scottish Credit and Qualifications Framework (SCQF) အသိအမှတ်ပြုမှုကို ရရှိထားပါသည်။ နိုင်ငံပေါင်း (၁၆၄) နိုင်ငံမှကျောင်းသား ပေါင်း (၁၀,၀၀၀) ကျော် မှတ်ပုံ တင်ထားသော ခိုင်မာသည့် ပညာရေးအဖွဲ့ အစည်းတစ်ခု ဖြစ်ပါသည်။



DIPLOMA IN
HUMAN RESOURCE MANAGEMENT

DIPLOMA IN
HOSPITALITY MANAGEMENT



HRM နယ်ပယ်တွင် အချိန်အတိုအတွင်း Professional တစ်ယောက်အဖြစ် ဝင်ရောက်လုပ်ကိုင်လိုသူများအတွက် UK-Diploma သင်တန်း:

✔ The Practice of HRM ✔ Organisation ✔ Factors Afffecting Employee Behaviour ✔ Learning & Development ✔ Human Resource Planning Recruitment ✔ Selection ✔ Monitoring & Managing Performance Reward Management ✔ Employee Relations ✔ Contemporary Concetps in HRM

ဧည့်ဝတ်ပျူငှာခြင်းဆိုင်ရာ စီမံခန့်ခွဲ [illegible] အရေးပါသည့် Hospitality Management [illegible] အခြေခံကျကျလေ့လာသင် [illegible] ဒီပလိုမာကို အချိန် [illegible]

✔ Introducti[illegible] Econom[illegible] The [illegible] Industry ✔ The Food Service Industry ✔ Quality Management in the Global Hospitality ✔ Food Safety [illegible]



CERTIFIED STRATEGIC MANAGER(CSM)

DIPLOMA IN MARKETING

နိုင်ငံတကာ အသိအမှတ်ပြု Marketing ဒီပလိုမာကို အချိန် ကာလတိုတိုဖြင့် ရယူနိုင်ပြီး စီးပွားရေးလုပ်ငန်းများတွင် အသက်သွေးကြောသဖွယ် အရေးပါသော ဈေးကွက်ထူထောင်ခြင်း ပညာရပ်ကို အသေးစိတ်ကျယ်ကျယ်ပြန့်ပြန့် သိရှိနိုင်မည်။

✔ Markets and Marketing ✔ The Marketing Process: Customer Focus ✔ The Marketing Environment ✔ Customers,Buyers,Clients and Consumers ✔ Market Segmentation and Postioning ✔ Product ✔ New Product Development ✔ Place: ✔ Pricing ✔ Promotion ✔ Selling and Direct Marketing

စီးပွားရေး စီမံခန့်ခွဲမှု နယ်ပယ်တွင် Professional မန်နေဂျာတစ်ယောက်အဖြစ်ကျွမ်းကျင်စွာလုပ်ကိုင်လိုသူများအတွက် CSM ဟူသော ဘွဲ့ထူးကို မိမိကိုယ်ပိုင်နာမည်နောက်တွင် သုံးစွဲနိုင်မည်။

✔ စီးပွားရေး စီမံခန့်ခွဲမှုဆိုင်ရာ မဟာဗျူဟာများကို ဖော်ထုတ်ခြင်း၊ ရေးဆွဲခြင်းလေ့လာ ဆန်းစစ်ခြင်းနှင့် အကောင်အထည်ဖော်ခြင်းတို့ကို လေ့လာသင်ယူရမည်ဖြစ်သည်။

CERTIFIED PROJECT MANAGEMENT ANALYST

ပြောင်းလဲတိုးတက်လာမည့် စီးပွားရေးလုပ်ငန်းများ၏ Project Management နယ်ပယ်တွင် Professional တစ်ယောက်အဖြစ် ကျွမ်းကျင်စွာလုပ်ကိုင်လိုသူများအတွက် ...MA ဟူသော ဘွဲ့ထူးကို မိမိကိုယ်ပိုင် နာမည်နောက် ...း သုံးစွဲနိုင်မည်။

...gement Introduction ✔ Project Feasibility ...ct Life Cycle ✔ Methods of Project ...nagement Tools and Techniques ...ion

DIPLOMA IN BUSINESS ENGLISH

စီးပွားရေးဆိုင်ရာ အင်္ဂလိပ်စာ အသုံးအနှုန်းများကို ကျယ်ကျယ်ပြန့်ပြန့်လေ့လာနိုင်ပြီး နိုင်ငံတကာ အသိအမှတ်ပြု စီးပွားရေးဆိုင်ရာ အင်္ဂလိပ်စာ ဒီပလိုမာကိုအချိန်တိုအတွင်း ရယူနိုင်မည်။ စီးပွားရေးဆိုင်ရာ အင်္ဂလိပ်စာ (၄) Skills သုံးစွဲမှုကို အခြေခံမှုစပြီး လေ့လာနိုင်မည်။

DIPLOMA IN SUPPLY CHAIN MANAGEMENT

ခေတ်နဲ့အညီ တိုးတက်ပြောင်းလဲလာမည့် ကုန်စည်နှင့် ဝန်ဆောင်မှုများကို ထောက်ပံ့ပို့ဆောင်ရေး စီမံခန့်ခွဲမှု Supply Chain Management ဘာသာရပ်များကို အခြေခံကျကျလေ့လာ သင်ယူပြီး နိုင်ငံတကာ အသိအမှတ်ပြု ဒီပလိုမာကို အချိန်ကာလ တိုတိုဖြင့် ရယူနိုင်မည်။

✔ Introduction and History ✔ Global Supply Chain Management ✔ Planning and Designing the Supply Chain ✔ Lean Supply Management ✔ Agile Supply Management ✔ Purchasing and Supplier Selection ✔ Supply Relationship and Integration ✔ The Present and Future Challenges of SCM

စာမေးပွဲ စစ်ဆေးခြင်းနှင့် လက်မှတ် ချီးမြှင့်ခြင်း (IQN, UK Program)

IQN Diploma သင်တန်းများအတွက် စာမေးပွဲ စစ်ဆေးခြင်းပုံစံမှာ (၁) နာရီမေးခွန်း ဓမ္မဓိဋ္ဌာန် ပုံစံဖြင့် ဖြေဆိုရမည်ဖြစ်ပါသည်၊ Computer စနစ်ဖြင့် စစ်ဆေးမည် ဖြစ်ပါသည်၊ စာမေးပွဲကြေးအား တစ်လ ကြိုတင် ပေးသွင်းနိုင်ပြီး စာမေးပွဲရက်အား တနင်္လာနေ့ မှ သောကြာနေ့ အထိ နံနက် ၉ နာရီမှ ညနေ ၅ နာရီ အတွင်း မိမိကြိုက်နှစ်သက်သော အချိန်တွင် ဖြေဆိုနိုင်ပါသည်၊ စာမေးပွဲ အောင်စာရင်း ချက်ချင်း ထွက်ရှိပြီး IQN (UK) မှ ချီးမြှင့်မည့် အောင်လက်မှတ်အား ၁လခွဲအကြာတွင် ရရှိမည် ဖြစ်ပါသည်၊

ICM
The Institute of Commercial Management

Institute of Commercial Management (ICM) UK

Institute of Commercial Management (ICM, UK) သည် UK နိုင်ငံတွင် အခြေစိုက်ထားသော ပညာရေးအဖွဲ့အစည်းဖြစ်ပါသည်။ နှစ်ပေါင်း (၃၀) အတွင်းတွင် ICM လက်မှတ် ရရှိသူပေါင်းမှာ (၄) သန်းကျော် ရှိပါသည်။ စီးပွားရေး အထူးပြု ဘာသာရပ်ပေါင်း (၂၀၀) ကျော်ရှိပြီး နိုင်ငံတကာတွင် ဖြေဆိုသူပေါင်း များစွာ ရှိပါသည်။ ICM Single Subject Diploma သင်တန်းများ၏ ထူးခြားချက်ကတော့ မိမိနှစ်သက်ရာ ဘာသာရပ် တစ်ခုထဲကို ရွေးချယ် ဖြေဆိုနိုင်ခြင်း ဖြစ်ပါသည်။





Single Subject Diploma in Marketing Management

သင်ကြားမည့်အကြောင်းအရာများ

✔ Marketing in Organization & Society ✔ Marketing Process & Planning ✔ Marketing Environment ✔ Consumer Markets & Buyer Behaviour ✔ Market Segmentation ✔ Product Life Cycle ✔ Marketing Chennel ✔ Effective Advertising Programmes



Single Subject Diploma in Business Management & Administration

သင်ကြားမည့်အကြောင်းအရာများ

✔ The Organizational Backgroun[illegible] Administration ✔ The Manage[illegible] Business Administration ✔ [illegible] Organizations ✔ The St[illegible] ✔ The Administra[illegible]



[illegible]





Single Subject Diploma in Financial Management

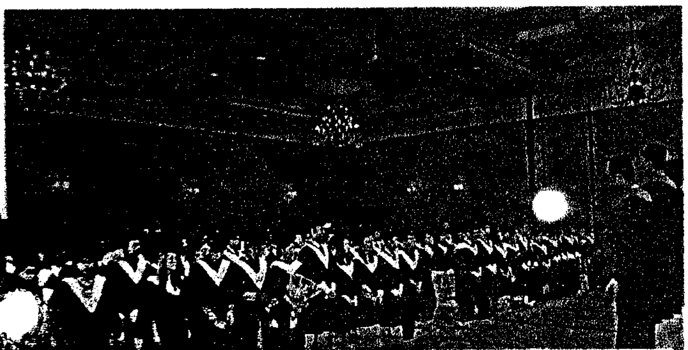
သင်ကြားမည့်အကြောင်းအရာများ

✔ Company Accounts ✔ Cash-Flow Statements ✔Accounting Ratios ✔ Accounting Standards ✔ Marginal Costing ✔ Budgeting ✔ Capital Investment Appraisal ✔ Long-term Sources of Finance ✔ Short-term Sources of Finance ✔ Reasons for Growth via Horizontal

Single Subject Diploma in Human Resource Development

သင်ကြားမည့်အကြောင်းအရာများ

✔ Introduction to Human Resource Management
✔ Strategic Human Resource Management
✔ Human Resource in Context
✔ Resourcing the Organisation
✔ Talent Management ✔ Job Design
✔ Recruitment and Selection ✔ Equality and Diversity



Single Subject Diploma in Tour Operations

...ရာများ

...ns ✔ Visitors: Initial
...ourism Product
...mmodation
...ting

စာမေးပွဲ စစ်ဆေးခြင်းနှင့် လက်မှတ် ချီးမြှင့်ခြင်း (ICM, UK Program)

ICM Diploma သင်တန်းများအတွက် စာမေးပွဲ စစ်ဆေးခြင်း ပုံစံမှာ (၃) နာရီ မေးခွန်း ပုံစံဖြင့် ဖြေဆိုရမည် ဖြစ်ပါသည်၊ Exam ဖြေဆိုနိုင်သော လများမှာ March , June , September , December လများတွင် ဖြေဆိုနိုင်မည် ဖြစ်ပါသည်၊ စာမေးပွဲကြေးအား (၃) လကြိုတင် ပေးသွင်းရမည် ဖြစ်ပါသည်၊ စာမေးပွဲ ဖြေဆိုပြီး (၃) လကြာသော အချိန်တွင် အောင်စာရင်း ထွက်ရှိမည် ဖြစ်ပြီး အောင်လက်မှတ်အား အောင်စာရင်းထွက်ပြီး (၁)လ အကြာတွင် ICM (UK) မှ ချီးမြှင့် မည် လက်မှတ်ရရှိမည်ဖြစ်ပါသည်၊

othm
approved centre

Year 2 of a Three-year UK Bachelor's degree

OTHM level 5

- Diploma in Business Management
- Diploma in Accounting and Business

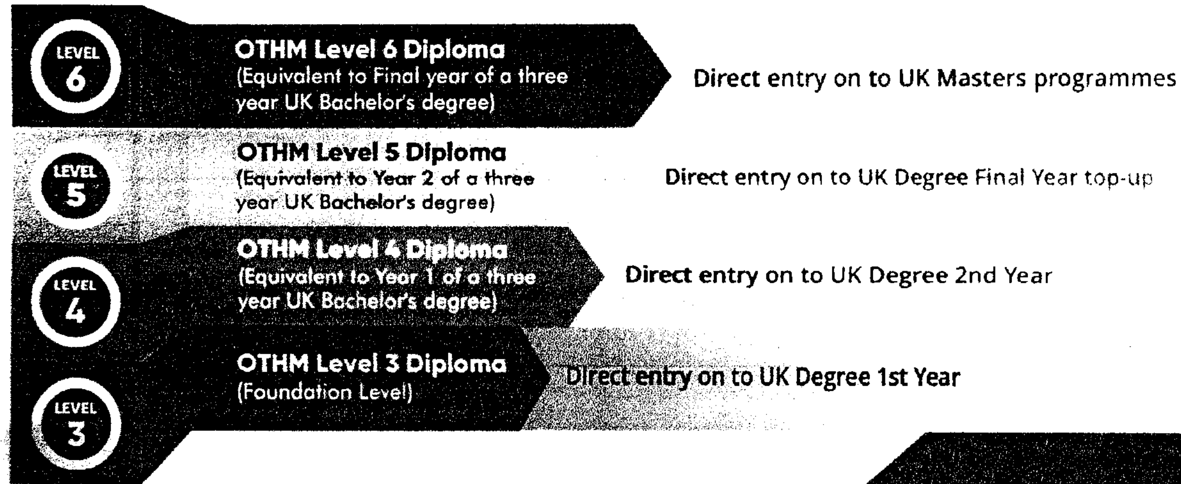
RQF Level 5

Subject Areas

Diploma in Business Management

- Human Resource Management
- Strategic Marketing
- Project Management
- Business Law
- Accounting For Manager
- Business Ethics

UK Equivalence and Progressions



စာမေးပွဲ စစ်ဆေးခြင်းနှင့် လက်မှတ် ချီးမြှင့်ခြင်း (OTHM UK Program)

OTHM Diploma သင်တန်းများအတွက် စာမေးပွဲ [illegible] (Assign- ment) ပုံစံဖြင့် ဖြေဆိုရမည် ဖြစ်ပါသည်၊ [illegible] (Assignment) တင်ရမည်ဖြစ်ပြီး ထိုစာစဉ်များအား ရမှတ်များ [illegible] OTHM [illegible] ပေးပို့မည်ဖြစ်ပါသည်၊ OTHM မှ စစ်ဆေး [illegible] သင်တန်းပြီးဆုံး ၍ (၃) လကြာသော အချိန် [illegible] OTHM (UK) [illegible] ဖြစ်ပါသည်၊

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Myanmar International Business Academy

(MIBA) မှ

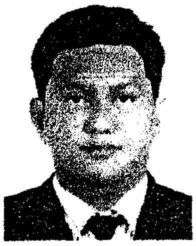
တည်ထောင်သူ Director နှင့်

Academic Board အဖွဲ့မှ

ဆရာ၊ ဆရာမများ၏ Profile များ

Director Profile

MR KYAW THU AUNG



Executive Summary

- I hold a Bachelor degree holder of Computer Science from the University of Computer Studies, Yangon, Myanmar (2003) as well as an advanced Diploma in Business Administration holder from Association of Business Executives (ABE), UK
- From 2002 to 2003, I worked for Bagan Cybertech Co., Ltd as a Marketing Executive and Senior Marketing Executive. Then I joined in Nikon Showroom and service center, as Sales & Marketing Manager from Feb 04 to Dec 06
- From Feb 07 to Oct 07, I were employed as brand manager for Toshiba notebook showroom (iSHOP) and service center (iSERV), Lucky Bird Trading Co Ltd (Myanmar)
- In Singapore , I worked in AAAs Com Solution as as Product Executive from Jan 08 to Oct 08 with SPass.
- From Oct 08 to Feb 13 , I worked for Kah Hock Pte Ltd , Singapore as Marketing Executive and Regional Sales Manager , who taking care *Myanmar and Cambodia Market for IT , mobile products distribution with EP pass
- From Feb 13 to April 14 , I worked for NEC Corporation , Yangon Branch Office as General Manager
- From April 14 to March 15 , I worked with HTC Myanmar Representative Office as Head of Business Development cum Country Head .
- From March 15 to Present ,I set up Myanmar International Business Academy – Business School in Yangon and Mandalay .

Personal Particulars

Date of Birth	28, December, 1979, Single
[illegible]ationality	Myanmar,
[illegible]guage Proficiency	English and Myanmar Language

[illegible]

[illegible]LOR OF COMPUTER SCIENCE
[illegible]uter Studies, Yangon

[illegible]f Business Executives (UK)
[illegible]

[illegible] BUSINESS ADMINISTRATION
[illegible]Executives (UK)

[illegible]TRATION
[illegible]es (UK)

[illegible]NISTRATION

Awarded by Association of Business Executives (UK)

Jun 99, CERTIFICATE IN BUSINESS ADMINISTRATION
Awarded by Thames Management Center

Courses / Training

WORKSHOPS:

- 24-29 Mar, 03, E-business Workshop for Myanmar Entrepreneurs Organized by the GMS Business Forum
- 18-19 May 02, Internet Strategies for Business and Customer Relationship Management Seminar, Organized by Myanmar Computer Federation and Asia Institute of Technology (AIT)
- 16-18 Dec 00, Electronic and Mobile Commerce Workshop Organized by school of Management of Asia Institute of Technology (AIT) and AIT Alumni Association (Myanmar)

Skills Summary

- Strategic Business Planning and Operation , Strategic Marketing Planning ,Media Planning
- Events Management, Financial Planning and Cash Flow Management,
- General Operation Management in terms of sales , marketing , HR , finance , service .
- Sales Management and Managing Sales Team , Quality Service Standard operation
- Microsoft Words, Microsoft PowerPoint, Online Web Advertising and Microsoft Excel
- Computer Networking Fundamentals, Internet and Email Outlook

Professional Experience

March 2015 to Present

Mlba MYANMAR INTERNATIONAL BUSINESS ACADEMY

PRINCETON MANAGEMENT COLLEGE

Chief Executive Officer

MYANMAR INTERNATIONAL BUSINESS ACADEMY
Princeton Management College
Pacific Prime Business School
Geneva Business School , Yangon Campus

April 2014 to March 2015

htc

HTC MYANMAR REPRESENTATIVE OFFICE
Head of Business Development cum Country Head ,
(based in Yangon Branch)

- [illegible] channel sales and Sales Process from PO collection to [illegible] customer's destination
- [illegible] product presentation to distributors and media as well as [illegible]
- [illegible], roadshow and various kinds of marketing and branding events
- [illegible] mobile operators for operators bundling promotion
- [illegible] Viber , Line
- [illegible]

- Retail Marketing activities to promote retail experience for HTC Smart phone
- Carrying out management functions , PLOC with effectively and efficiently use of resources and focus on increasing business outputs

Feb 2013 to April 2014

NEC

NECCORPORATION-JAPAN
General Manager, based in Yangon Branch

- Manage branch account and expenses Handle with the government concerns (company registration ,opening company bank account)
- Handle with the legal concerned issued (company registration , opening company bank account)
- Arrange business trips for president , vice president from NEC HQ ,Japan to Nay Pyi Daw for the purpose of meeting with Minister , Deputy minister , senior government officers
- Organize the company launching events (Opening Ceremony in Nay Pay Daw)
- Present about company profile and technology solutions to potential customers

Coordinate the project between Japan HQ and Myanmar government, MCIT, Ministry of Transport:

- JICA ODA project for urgent improvement communication in Myanmar
- The nationwide weather forecasting system including river water level measurement , earth quake sensors and control station with broadcasting for warning system

Source the new tenders for Myanmar Government (Ministry of Communications and information technology):

- IP transit tenders
- Microwave tenders

Create new projects / business by coordination with government office & pnvate companies National ID solutions:

- Security CCTV systems in Yangon Metro Area and major cities
- Airport solution system
- Agricultural solution system

Working Experience & Station in Singapore from Jan 2008 to Feb 2013:

Oct 2008 to Feb 2013

Kah Hock Pte Ltd, Singapore
Regional Sales Manager, based in Singapore

We specialize in import, export and trading of various products categories such as consumer products, consumer electronics, sand and liquefied petroleum gas (LPG). We currently have a large clientele in Myanmar and Cambodia. Throughout the years we have established several subsidiary companies in Singapore to handle our diversified business operations. Our head office is located in Singapore with a regional office in China]

- [illegible] Notebook , Netbook , LCD, Projectors , Samsung IT & [illegible] ok , LCD , LCD TV & various Mobile SKUs , ASRock [illegible] networking products , IT accessories as well mobile accessories
- [illegible] Myanmar & Cambodia . Travels often over Myanmar , Cambodia , Singapore, Thailand [illegible] to Taiwan and china

- Deal with Acer Thailand , Acer Singapore , Samsung Thailand (TSE), Singtech Singapore ,ASRock Taiwan , i.e various suppliers from Taiwan , China, Malaysia , Thailand & Singapore for carrying IT and mobile products and to do OEM notebook and mobile SKUs
- Coordinate with brand owners , implementing promotions and marketing activities in Myanmar and Cambodia Countries
- Meet regional sales financial objectives by forecasting requirements; prepare annual budget; scheduling expenditures; analyzing variances; initiating corrective actions
- Establish sales objectives by creating a sales plan and quota for districts in support of national objectives
- Maintain and expand customer base by counseling district sales representatives; building and maintaining rapport with key customers; identifying new customer opportunities
- Handle shipment to respective countries from Singapore or China
- Accomplish sales and organization mission by completing related results as needed
- Recommend product lines by identifying new product opportunities, and/or product, packaging, and service changes; surveying consumer needs and trends; tracking competitors
- Analyze and provide market analysis to improve product service positioning and increase effectiveness of the sales team
- Advise senior management team on sales directions, competitors and market trends

Achievements:

- Achieved regional sales operational objectives by contributing regional sales information and recommendations to strategic plans and reviews
- Prepared and completed action plans; imple.nenting production, productivity, quality, and customer-service standards; resolved problems; completed audits; identifying trends; determining regional sales system improvements; implementing change

Additional Responsibilities:

Oct 08 to Jan 11 **General Manager, Cyber City Co.,Ltd, Myanmar Branch of Kah Hock Pte Ltd)**

- Manage nationwide distribution in Samsung mobile & IT , Acer , Singtech IT & Mobile , Atake , ASRock , Tenda , Linksys , Orange , Mobile Gear, BenQ ,Dell
- Manage IT & Mobile Retail Shops by the name of Notebook City
- Take care 5 branches office (one head office , 2 distribution offices , 2 Service Centers and showrooms) covered by 150 staffs
- Participate in corporate strategic planning and implement strategic goals and objectives
- Implement programs that include marketing, sales, purchasing, distribution, accounting/finance, safety, education and employee services

Take on primary responsibility for efficient, cost-effective facility operations
Prepare budget and sales forecasts with chief operating officer
[illegible]iew financial and operating reports
[illegible] all departments on daily basis
[illegible]orate credit staff with collection of customer accounts
[illegible], bonus and commission schedules in line with budget and operating [illegible]
[illegible]etary and corporate guidelines, expenditures for capital equipment
[illegible] activities of the facility, overseeing that work is accomplished by [illegible]visors, and that it is consistent with corporate policies and [illegible]
[illegible]gement is consistent with sales, cash flow and financial [illegible]
[illegible]ricing, accounting and customer service
[illegible]pokesperson for the facility
[illegible]nd implement professional developmental plans [illegible]managers
[illegible]
[illegible]nd service problems

- Keep up with the industry trends, attend trade shows, conventions and seminars as appropriate or as directed
- Promote equal opportunity and affirmative action employment practices
- Maintain proficiency in computerized systems and other technologies as required
- Follow company policies and procedures
- Other duties/responsibilities as assigned by the chief operating officer
- Promoting our products and brands in resellers shops

Reason for leaving: Wanted to base back Myanmar to take care of his family

Jan 2008 to Oct 2008

AAAs Com Solution Pte Ltd

AAAs COM SOLUTION CO.LTD (SINGAPORE)
Product Executive, Based in Singapore

- Sale of Notebooks & desktops at own retail showroom
- Supervise Sales Promoters at own retail showroom and ICT Exhibitions
- Plan to get more traffic in stores
- Participate in Singapore ICT Exhibition
- Competitor survey and pricing survey
- Handle Stock turnover
- Participate in house promotion at own showroom
- Create bundle promotion for notebook & desktop selling

Feb 2007 to Oct 2007

TOSHIBA

TOSHIBA NOTEBOOK ISHOP & ISERV
Brand Manager (Toshiba), (Luckybird Trading Co Ltd)

- Plan Marcom Activities(Promotions, Advertising, PR)
- Manage the sales channels (showroom, dealers, road show sales)
- Market Research for notebook market and copier market
- Notebook pricing survey & competitors analysis
- Branding Activities-Differentiations ,Branding awareness, Branding perception , Branding status analysis
- Design CRM, reliable customer service system & customer database
- Deal with resellers and key account customers

Reason for leaving: Career opportunity in based in Singapore

[illegible] 2006

Nikon

NIKON SHOW ROOM & SERVICE CENTER
Oct 04 to Dec 06 Sales & Marketing Manager
(Special Styles Photo & Electronics)

Feb 04 to Oct 04 Asst. Sales & Marketing Manager

- Design CRM, reliable customer service system & customer database
- [illegible] sumers
- [illegible] Cameras & accessories
- [illegible] sales
- [illegible] SLR and DSLR
- [illegible] future demands
- [illegible] and camera parts
- [illegible] ustomer service reports to Managing Directors

- Make new product launching and presentation to photographers
- Create and plan promotion road shows to consumers
- Make promotion calendars & dealers sales packages
- Find and deal with potential dealers & corporate customers
- Training for sales & marketing staffs
- Analyze competitors' models ,digital market peak season & trend

May 2002 to Dec 2003 **BAGAN CYBERTECH CO LTD/ YADANARPON TELEPORT**

Bagan Cybertech

[Myanmar Teleport (Bagan Cybertech Co Ltd) is Internet Service Provider , selling and servicing BaganNET Dial up Account , Mail4u emails accounts & ACCESS connection kits, ADSL Broadband system , Broadband Wireless System and iPSTAR satellite system]

Oct 02 to Dec 03 **Senior Marketing Executive,**

- Develop marketing communication channels and distribution channels for mail4u emails services & Access kits
- Survey & deal with cyber cafés traffic and resellers' status
- Lead BaganNET consumer services promotion campaigns & projects
- Create reseller's POS display for Access kits & Mail4u

May 02 to Dec 03 **Marketing Executive**

- Make sales call for iPSTAR , Broadband Wireless , Corporate Dial up account & Individual dial up account
- Find the potential customers and the new market segments
- Take care customer service, after sales service, customer complaints solving process
- Make product and service presentations to government and associations

Myanmar International Business Academy

Academic Chair Person



Dr. Jonathan Britt

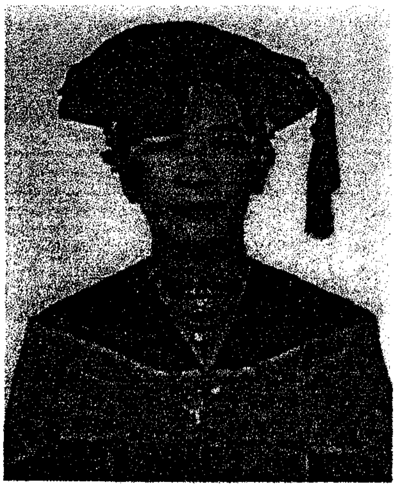
B.A. (Hons) Mathematics	University of Warwick	1969
M.Sc Mathematics	University of Warwick	1970
Ph.D Mathematics	University of Southampton	1982

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Academic Chair Person	Myanmar International Business Academy	2018	Present
2.	Academic Director	SHRM College	2013	Present
3	Director – Academic	Informatics Education Ltd. Singapore	2012	2013
4.	Dean	Avm Foundation, Philippines	2010	2012
[illegible]	Director, Center For [illegible] Studies	Inti International University College,Malaysia	2007	2008
[illegible]	[illegible]demic	Informatics Education Ltd, Singapore	2006	2007
[illegible]	[illegible]	University of Portsmouth, [illegible]K	2002	2006
[illegible]	[illegible]	[illegible] of Portsmouth,	2000	2002
9.	Collaborative Programmes Coordinator, Computing	University of Portsmouth, UK	1997	2000
10	Chairman of Departmental Quality Assurance Committee	University of Portsmouth, UK	1995	[illegible]
11	Subject Assessor for Computer Studies/Science	HEFCE	1993	1994
12.	Chairman of PBS, later Milton Campus, Computing Committee	University of Portsmouth, UK	1992	1997
13.	Departmental Course Coordinator	University of Portsmouth, UK	1991	1994
14.	Principal Lecturer	Southampton Institute of Higher Education	1988	1990
15.	Senior Lecturer	Southampton Institute of Higher Education	1978	1988
16	Lecturer II	Southampton Institute of Higher Education	1972	1978
[illegible]	Lecturer I	Filton Technical College	[illegible]	[illegible]
[illegible]	Assistance Lecturer	Filton Technical College	[illegible]	[illegible]

Myanmar International Business Academy

Vice - Chair Person



Dr. Khin May Than

Ph.D (Economics)	Yangon University of Economics, Myanmar	2007
M.Econ (Statistics)	Yangon University of Economics, Myanmar	1986
B.Econ (Statistics)	Yangon University of Economics, Myanmar	1978

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Vice - Chair Person	Myanmar International Business Academy	2018	Present
2	Professor/ Head	Department of Statistics, Yangon University of Economics	2007	2016
3	Professor/ Head	Department of Statistics, Monywa Institute of Economics	2005	2007
[illegible]	Associate Professor	Department of Statistics, Monywa Institute of Economics	2003	2005
[illegible]	[illegible]	Department of Statistics, Yangon University of Economics	1995	2003
6	Assistant Lecturer	Department of Statistics, Yangon University of Economics	1990	1995
	Tutor	Department of Statistics, Yangon University of Economics	1980	1990

Myanmar International Business Academy

Academic Board Member



Dr. Win Min Than

B.A (Economics)	Yangon Institute of Economics	1980	1985
M.A (Economics)	Yangon Institute of Economics	1993	1996
D.T.S.M(Diploma of Tourism Studies and Management)	University of Yangon	2004	2005
Ph.D (Economics)	Yangon University of Economics	2012	2017

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Tutor	Yangon University of Economics	1986	1997
2	Assistant Lecturer	Yangon University of Economics	1997	2002
3	Lecturer	Yangon University of Economics	2002	2015
4	Senior Lecturer	Myanmar Accountancy Council	2015	2017
5	Senior Lecturer	Ever Up Human Resource Institute	2015	2017
6	Senior Lecturer	Maha Mya Kywun Tha Academic Centre	2015	2017
7	Senior Lecturer	International Language and Business Centre (ILBC)	2015	2017
8	Senior Lecturer	Myanmar International Business Academy	2015	2017
9	Academic Board Member	Myanmar International Business Academy	2017	Present

Myanmar International Business Academy

Academic Board Member



Dr. Hla Nyunt

Ph.D (Business and Management)	Rochville University (U.S.A)	2010	2012
Master of Public Administration (M.P.A)	Yangon University of Economics. (Y.U.E)	2004	2006
Diploma in Management and Administration(D.M.A)	Yangon University of Economics. (Y.U.E)	1994	1996
Bachelor of Economics (B. Econ)	Yangon University of Economics. (Y.U.E)	1971	1975

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Academic Board Member	Myanmar International Business Academy	2018	Present
2.	Deputy Managing Director	Global Treasure Bank	2014	To date
[illegible]	Principal	AYA Bank	2010	2013
[illegible]	[illegible]ancial Accountant	Nan Hong Construction and Engineering (Singapore)	2009	2010
[illegible]	[illegible]	Central Bank of Myanmar	1977	2009

Myanmar International Business Academy

Academic Board Member



U Win Thu Aung

Core Business Certificate	Harvard Business School, Harvard University, USA	May 2015	Sep 2015
Advanced Project Management Certificate (Stanford Certified Project Manager)	Stanford University, USA	Jan 2014	Feb 2015
M.P.A	University of Illinois, Springfield, USA	Sep 2007	Dec 2009
B.A (Political Science)	University of Nevada, Las Vegas, USA	Aug 2003	Aug 2006
Associate Degree (Information Technology	College of Southern Nevada, USA	Jan 1999	May 2002

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Academic Board Member	Myanmar International Business Academy	2018	Present
[illegible]	CEO	Myanmar Microfinance Association	2017	2018
[illegible]	[illegible]nce Instructor	Myanmar Institute of Finance, Yangon, Myanmar	June 2016	Present
[illegible]	[illegible]	RHC Technological Institute, Yangon, Myanmar	Oct 2015	June 2016
[illegible]	[illegible]	[illegible]ielsen Media Research Inc, [illegible] York, USA	May 2007	July 2015
[illegible]	[illegible]	[illegible]ail Group Inc., [illegible]	Jun 2005	May 2007
[illegible]	[illegible]	[illegible] Group [illegible] USA	Jan 2003	May 2005
[illegible]	[illegible]	[illegible]ces, Las [illegible]	July 1999	Dec 2002

Myanmar International Business Academy

Honourable Academic Board Member



U Hla Thaung

B.A.R.L.DMA (II)

Diploma in Management and Administration (2nd Years)

Professional Experience

Banking Experience
- 1958 to date
- Retired as General Manager of Myanmar Investment and Commercial Bank (MICB) Yangon 199[illegible]
- Chief Representative (UOB) since 1998 to 22.2.2015
- Senior Advisor (UOB) Yangon, 23.2.2015 to 23.2.16

Training Courses
- Second Senior Offivers Training conducted by Central Bank of Myanmar (1972 November)
- Second General Development Banking Course conducted by ADB in Yangon (1974 December)
- Second Project Impiementation and Supervision Course conducted by ADB in Yangon (November 1985)
- Second reorientation course on Project Follow up under Technical Assistance Special Fund (TASF) ADB (1987)
- International Trade Financing UOB Group (1995)
- Foreign Trade and Foreign Exchange conducted by ABN AMRO Bank Netherland 1997 at Yangon

Training Overseas
- Staff College, Westminster Bank, UK (Feb 1963)
- Study Tour - Siam City Bank, Bangkok, Thailand (1994)
- Study Tour - Bank Indosuez, Singapore & Bangkok (1995)
- Study Tour - United Overseas Bank, Singapore & Malaysia, China, Thailand (200[illegible] - 20[illegible])

[illegible]eas
- Co-ordination metting for Joint Venture between Myanmar May Flower Bank and Siam City Bank [illegible]
- Co-ordination Meeting on India-Myanmar Border Trade Agreement Imphal, Manipur, India (Jan 199[illegible])
- 30th anniversary and Annual meeting of Asian Development Bank (ADB) at Fukuoka, Japan (May 199[illegible])

In house , training course at MICB on International Banking

[illegible]nducted General Banking and International Banking courses at

[illegible]awaddy Bank

[illegible]ative Bank

[illegible]itizen Bank

[illegible] Bank

[illegible]ndustry Development Bank

[illegible]

[illegible]

[illegible]

[illegible]pment Bank

[illegible]ion for Certificate Level Course on Trade [illegible]

[illegible]nce subject at Empower Consulting Co

[illegible]e of Banking (MIB) at Myanmar Bank Association (MBA)

[illegible]ay and General Banking Course at MIB

Medal Awarded

Awarded good Public Service Medal - 1996

Author for books on Banking and Finance Subject in bilingual

(1) Dictionary for Banking and Finance (Year 2006)

(2) Leading Case Law, Statutory Law and International Frauds in Banking (Year 2009)

(3) International Banking and Finance for International Trade (Year 2011)

(4) Dictionary for International Banking, Trade, Finance and Investment Terms (Year 2012)

(5) A collection of Knowledgeable Articles in English (2013)

No (1) and (2) books won Literary prizes for Reference Category and Economic Category in 2017 and 2010 respectively.

Myanmar International Business Academy

Senior Lecturer

Daw Lae Lae Win



MBF(Thesis), Master of Banking and Finance. Title of thesis is A Study on the Performance Management of the NNGOs in Myanmar	Yangon Institute of Economics, Myanmar (2015-2016)	2015 January	February 2018
Affiliate, Association of Chartered Certified Accountant,	ACCA, UK	June 2008	December 2014
M.Com(Thesis)	Institute of Economics, Yangon, Myanmar	1995	Not finished the Thesis
B.Com	Institute of Economics, Yangon, Myanmar (1991)	1984-85	1991-1992
Group Diploma in Management Accounting	London Chamber of Commerce &Industry – LCCI	Jan 2009	June 2009
Group Diploma in Accounting,	London Chamber of Commerce &Industry – LCCI	Jan 2009	June 2009

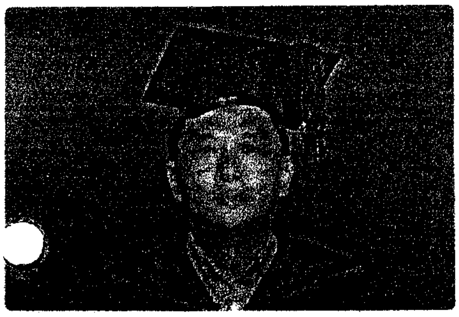
Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Full – time Lecturer	Myanmar International Business Academy	2018	Present
2.	Finance and Operations Director	Thabyay Education Foundation-Kant Kaw Education Centre, Yangon, Myanmar	August 2013	August 2018
3.	Finance Manager	DIETHELM TRAVEL CO., LTD INSIGHT MYANMAR TOURISM CO.,LTD. (MERGER WITH DIETHELM TRAVEL) 405, CORNER OF MERCHANT ROAD AND 45TH STREET, YANGON, MYANMAR	21 August 1995	30 June 2013
[illegible]	Chief Accountant	Dagon Construction Co., Ltd.	01 August 1993	31 July 199?
[illegible]	[illegible]nt	Wah Wah Win Construction Co., Ltd.	01 September 1991	30 June 1993
[illegible]	[illegible]	Leplanteur Restaurant, University Avenue Road, Yangon, Myanmar	April 2013	Till now
[illegible]	[illegible]	[illegible]llent Choice(ACCA training [illegible] June 2011 [illegible]ing, P2 – Corporate	January 2010	June 2011
		[illegible]ness Training Centre [illegible]nagement. F6 – [illegible]g, F8 – Audit and [illegible]ent. P1 – [illegible]g, P3 – Business	January 2013	December 2014

Myanmar International Business Academy

Senior Lecturer

U Khoon Htoo



MBA	Yangon Institute of Economic	2002	2004
B.E	Yangon Institute of Technologies	1985	[illegible]

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Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Full – time Lecturer	Myanmar International Business Academy	2018	Present
1.	Marketing Manager	Cherry Oo Watch (Naing family)	2004	2005
2.	**HR Manager**	**Manadaly Shwe Yee**	**2005**	**2006**
[illegible]	G.M	Manadaly Shwe Yee	2006	2008
[illegible]	[illegible]g Advisor	Naing Group Construction	2011	2014
[illegible]	[illegible]	Myanmar Imperial College	2014	2016

Myanmar International Business Academy

Senior Lecturer

U Lwin Aung Soe



B.A.(English)	Rangoon Arts and Science University	1977	1981

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Full – time Lecturer	Myanmar International Business Academy	July of 2017	Present
2	Teacher	Sein Kant Kaw Pwint (private school in Yangon)	2013	2015
3	Teacher	Kan Zun Inn (private school in Myeik)	2013	2013
[illegible]	Teacher	Private tuitions in Tokyo, Saitama-ken & Kanagawa-ken, Japan	2008	2012
[illegible]	Assistant Lecturer	Department of English at Police Academy, Bangkok, Thailand	1990	1991
[illegible]	Tutor	Departments of English at the Institute of Economics & Rangoon University	1982	1988
[illegible]	Teacher	Private tuitions in Rangoon	1982	1990

Myanmar International Business Academy

Senior Lecturer



U Aung San Kyaing

BSc (Maths)	University of Mandalay, Myanmar	1984	1994
Certificate of Adavance Business Studies	Institutite of Economics, YangonUniversity Myanmar	July 1998	Feb 1999
Diploma in Business Studies	Institute of Economics, Yangon Universit Myanmar	July 1999	Mr 2000
Diploma in Business Law, LawDepartment	Yangon University Myanmar	July 2009	Feb 2010
Global MBA, Business Administration	UTCC,University of Thai Chamber of Commence	Nov 2013	Aug 2015

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Full – Time Lecturer	Myanmar International Business Academy	2017	Present
[illegible]	EXPERT TRAINER (Hospitality and Tourism)	Develop the curriculum for middle and senior management	Feb 2016	till
	[illegible] the curriculum [illegible] and senior [illegible]	Conduct the training for people management soft skills		
[illegible]	SENIOR INSTRUCTOR	Seven Stars Hospitality	Apr 2015	Jan 2016
[illegible]	OPERATION MANAGER	[illegible]tion Service Co Ltd ([illegible]KY Chef (Lufthansa [illegible]lding Ltd))	SEPT 2014	MAR 2015

Myanmar International Business Academy

Senior Lecturer



U Yin Win Hlaing

B.Ecom (Hons)	Mawlamyine University	1986	1993
MPA (Master of Public Admiration)	Yangon Institute of Economics	2009	2012

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Part time Lecturer	Myanmar International Business Academy	2017	Present
2.	Freelance Maths Teacher	Star Education	2001	2011
3.	Quantitative Method (MBA) Online Student	Freelance	2013	2017
[illegible]	QM (ABE) Project Management [illegible]BE,OTHM,IQN)	YEA,MIBA,IIP	2016	Present

Myanmar International Business Academy

Lecturer

U Mg Mg Win



Doctorate of Business Administration (Candidate)	SMC University, Switzerland
Master of Business Administration (MBA)	Victoria School of Management, Switzerland
Adv. Dip in Travel, Tourism and Hospitality Management	QA, Staffordshire University, UK
Diploma in Travel, Tourism and Hospitality	Shelton College International, Singapore
Certified Human Resources Professional (CHRP)	American Institute of Certification, USA
• Certified Corporate Trainer	Management and Strategy Institute (USA)
Diploma in Electrical Installation	Glory Training Center 2005

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Full – time Lecturer	Myanmar International Business Academy	2017	Present
2.	Project Liaison Officer	Luxembourg Agency for Development	2015 September	Current
3.	Programme Assistant- Country Missions Coordination	The World Bank Group	2013 August	2015 August
4.	Public Relations Officer	Embassy of the Republic of Korea	April 2011	July 2013
5.	Front Desk Agent	Millennium Airport Hotel, Dubai, United Arab Emirates	2009 Sep	2011 March
6.	Public Relations Officer	[illegible]	February 2008	September 2008

Myanmar International Business Academy

Lecturer



U Ye Lwin

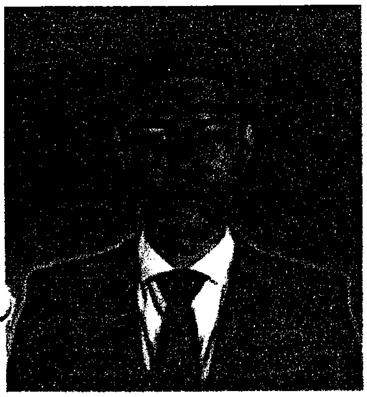
B.Ecom (Stats)	Yangon University of Economics	1984	1992
MBA	Yangon University of Economics	2012	2015

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Part – time Lecturer	Myanmar International Business Academy	2017	Present
2.	Freelance Maths Teacher	Star Education	2001	2011
3	Quantitative Method (MBA) Online Student	Freelance	2013	2017
[illegible]	QM (ABE) Project [illegible]nagement [illegible] OTHM,IQN	YEA,MIBA,IIP	2016	2017

Myanmar International Business Academy

Lecturer



U Han Sein

1. Bachelor of Arrts in English (2016)
(Yangon University of Distance Education)
2. Professional Qualifications in Examinations (Expected 2016)
(The Institute of Chartered Shiprokers, United Kingdom)
- Ship Operations and Management
- Legal Principle in Shipping Business
- Offshore Industry Support
3. Professional Qualification in Examinations (2014)
(The Institute of Chartered Shipbrokers, United Kingdom)
- Economics of Sea Transport and International Trade
- Shipping Business
- Logistics and Multimodal Transportation
- Introduction to Shipping
4. Diploma in Logistic Management (2012)
(Sngapore Institute of Materials Management, Singapore)
5. Sophomore Year in Computer Studies (2006)
(University of Computer Studies, Yangon)

Professional Experience

[illegible]	[illegible]	Organization Name	Start Date	End Date
[illegible]	[illegible]	[illegible]nmar International [illegible] Academy	2017	Present

Myanmar International Business Academy

Lecturer

U Aung Ko Ko

Master in HRM	Haiot-Watt University, Edinburgh Business School	March 2014	2017
M.B.B.S	University of Medicine(2)	2002	2009

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Part – time Lecturer	Myanmar International Business Academy	2017	Present
2.	Freelance Trainer and Consuntant	Self-employed	October 2015	-
[illegible]	[illegible]R Manager	YKKO Group of Co,Ltd.	January 2015	August 2015
[illegible]	[illegible]er	Premium Distubution	February 2014	September2014
[illegible]	[illegible]	Naing Group Construction	February 2010	June 2013

Myanmar International Business Academy

Lecturer

U Saw Cary Win

Bachelor of Science in Botany	Yangon University, Myanmar	1991	1995
Diploma in Hotel Management	SHATEC		
Hospitality Trainer Certification	American Hotel & Lodging Education Institute		

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	**Part – time Lecturer**	**Myanmar International Business Academy**	**2017**	**Present**
2.	Project Director (HR)	KBZ Bank	June 2017	Present
[illegible]	AVP, Head of HR [illegible]ervices	Telenor Myanmar Limited	April 2014	June 2016
[illegible]	[illegible] Manager	Shangri-La Hotel, Doha, Qarter	May 2013	April 2014
[illegible]	[illegible]	The Mulia, Mulia Resort & Villas, Bali, Indonesia	June 2012	February 2013
[illegible]	[illegible]	[illegible]raders Hotel Dubai, U.A.E	August 2005	June 2012
[illegible]	[illegible]	[illegible] of Pall Mall, [illegible]	Jan 2002	Aug 2005

Myanmar International Business Academy

Lecturer

U Kyaw Kyaw Soe

B.A	University of mawlamyine	1993
Diploma in Business Law	Yangon Institute of Economic	2000
Diploma in Business Law	University of Yangon	2002
Diploma in International Law	University of Yangon	2004
Master of Public Administration	Yangon Institute of Economic	2011
Master of Banking and Finance	Yangon University of Economic	2015

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Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Part – time Lecturer	Myanmar International Business Academy	2017	Present
	Deputy General Manager	Myanmar Oriental Bank	1993	2012
	Deputy General Manager	Asia Green Development Bank	2012	2015
	General Manager	Asia Green Development Bank	2015	Up to Date

Myanmar International Business Academy

Assistant Lecturer



Daw Chue Myat Chel

B.C.Sc	University of Computer Studies, YGN	2013
Dip. Business Law	University of Yangon	2016
MBA	Yangon University of Economics	2019

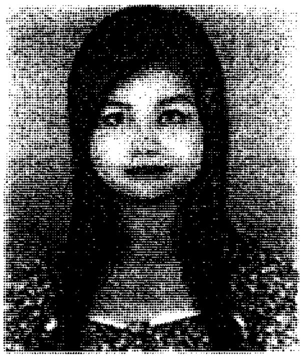
Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Full – time Lecturer	Myanmar International Business Academy	2017	Present
2.	Marketing Executive	Nexus English Language Learning Center	2012	2015
3.	Part – time Lecturer	Thayapar Gratis Training Center	2017	2018
[illegible]	Academic Coordinator	Myanmar International Business Academy	2018	Present
[illegible]	Assistant [illegible] Lecturer	Princeton Management College	2018	Present

Myanmar International Business Academy

Assistant Lecturer

Daw Ei Hay Mann Soe



MBA	Yangon University of Economics Department of Management Studies	2019
BBA (Qualified)	Yangon University of Economics	2016

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Customer Service	CB Bank	2016	2017
2	Full - time Lecturer	Myanmar International Business Academy	2018	Present

Myanmar International Business Academy

Assistant Lecturer

Daw Phyo Zar Chi



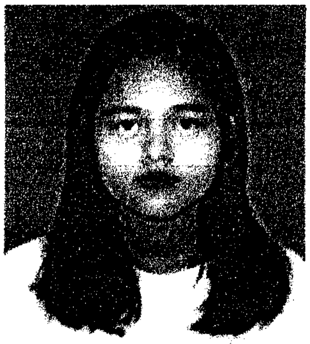
MBA	Monywa University of Economics	2017
B.C.Sc (Computer Science)	University of Computer Studies, Mandalay	2014

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Study Guide		2012	2014
2	Full - time Lecturer	Myanmar International Business Academy	2017	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Pwint Thandar Hlaing

M.Com	Meiktila University of Economics	2019
B.Com (Master)	Meiktila University of Economics Course of Study: Commerce Major	2016

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Academic Coordinator	Myanmar International Business Academy	2018	Present
2	Full - time Lecturer	Myanmar International Business Academy	2018	Present

Myanmar International Business Academy

Assistant Lecturer

Daw Thae Su Htike



BSc(Mathematics)	Meiktila University	2011	2016
MBA	Meiktila University of Economics	2016	2019
LCCI level 1,2	KMD Computer Center (Meiktila)	2016	2017

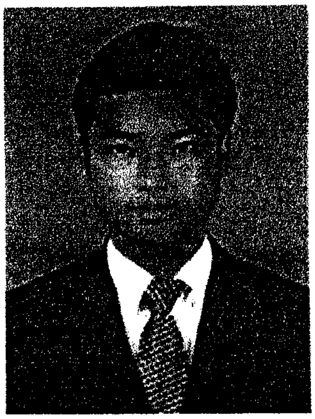
Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Internship	Nielsen MMRD	2017	2017
2	Academic Coordinator	Myanmar International Business Academy	2018	2019
3	Full - time Lecturer	Myanmar International Business Academy	2019	Present

Myanmar International Business Academy

Assistant Lecturer

U Myo Tun



B.Sc (Zool)	University of Monywa	2012
MBA	Monywa University of Economics	2015

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Marketing Executive	Kenbo Smart Phone Co,ltd	2014	2015
2.	Marketing Executive	Royal Lucky Home Co,ltd	2015	2016
[illegible]	Popy International Trading Co,ltd	HR Supervisor	2016	2018
[illegible]	[illegible]	Myanmar International Business Academy	2018	Present
[illegible]	[illegible]	Myanmar International Business Academy	2018	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Shwe Thinzar Naing

B.Sc (Hons:)	Myingyan Degree College	201[illegible]
M.Sc	University of Mandalay	2015
M.Res	University of Mandalay	2016

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Academic Coordinator	Myanmar International Business Academy	2016	Present
2.	Full - time Lecturer	Myanmar International Business Academy	2016	Present

Myanmar International Business Academy

Assistant Lecturer

Daw Aye Su Paing



B.Econ (Economics)	Monywa Institute Of Economics	2013
MBA	Monywa Institute Of Economics	2016

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Study Guide	SPS Private School	20010	2013
2.	Intention Period (Hr & Mkt)	Peace Myanmar Col.td	2015March	2015May
	Sale Supervisor	GBS Col.td	2017 Jan	2017 April
	[illegible]demic Manager	Myanmar International Business Academy	2017 May	2018 Jun
	[illegible] Manager	SBS	2018 July	Present
	[illegible]	Myanmar International Business Academy	2017	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Aye Chan Thu

Master of Business Administration	Northampton University (UK)	2017
Level-7 (Extended Diploma in Strategic Management and Leadership (QCF)	Myanmar Imperial University	2016
Diploma In International Relations	Yangon University	2014
Bachelor of Science	Dagon University	2013

Professional Experience

No	**Position**	Organization Name	Start Date	End Date
1	Sales & Marketing Executives	Peacock Moon Travels & Tours	2017	2018
2	Full - time Lecturer	Myanmar International Business Academy	2018	Present

Myanmar International Business Academy

Assistant Lecturer

Daw Theint Phyo Wai



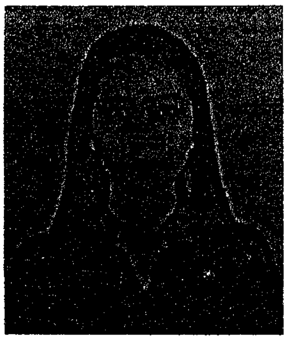
M.Com	Meiktila University of Economics	2019
B.Com **	Meiktila University of Economics Course of Study: Banking & Finance	2016

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Community Facilitator	National Community Driven Development Project (Nyaung Oo)	2015	2016
2	Full - time Lecture	Myanmar International Business Academy	2018	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Thin Lae Lae Win

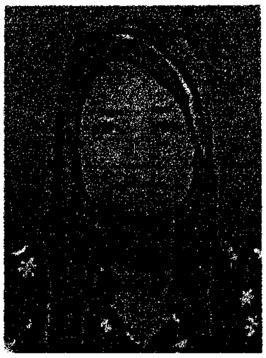
BA (Eng) (Hons:)	Monywa University	2007	2011
MA (Eng)	Monywa University	2012	2014
MBA	Monywa University of Economics	2014	2017
LCCI level 1,2	Ponnami Center (Monywa)	2017	2017

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Assistant Academic Manager	Myanmar International Business Academy	2017	Present
2	Full - time Lecturer	Myanmar International Business Academy	2017	Present

Myanmar International Business Academy

Assistant Lecturer



Daw Yu Yu Htwe

MBA	Monywa University of Economics	2018
B.B.A(Hons)	Monywa University of Economics	2014

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Marketing	Blue Mountain Soft Drink, Asahi Loi Hein Co.,Ltd	2016	2018
2	Academic Coordinator	Myanmar International Business Academy	2018	Present
[illegible]	[illegible]ll - time Lecturer	Myanmar International Business Academy	2018	Present

UCSI University

Academic Staff Profiles

UCSI University နှင့် ချိတ်ဆက်သင်ကြားလျက်ရှိသည့် MBA နှင့် BBA စီးပွားရေးဆိုင်ရာ ဘာသာရပ်များအတွက် သတ်မှတ်အရည်အသွေး ပြည့်မီရေး ဆောင်ရွက်သည့် သင်ကြားရေးနှင့် စစ်ဆေးရေးဌာန အဖွဲ့ဝင်များ -



Professor Dr. Ooi Keng Boon

PhD (University of Malaya)

DEng (University of Technology Malaysia)

PgA (University of Warwick, UK)

MBA (University of Southern Queensland, Australia)

B. IT (Distinction), (University of Southern Queensland, Australia)



Dr. Abu Bakar Sade

PhD (Marketing), Strathclyde University, Scotland, UK (1994-1998)

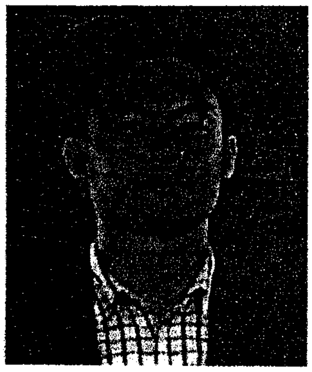
MBA (International Business), Strathclyde University, Scotland, UK (1992-1993)

BBA (Business Administration & Computer Science), Central State University, USA (1985-1988)



Associate Professor Dr. Ganeshsree Selvachandran

Ph.D (Mathematics), UKM, 2010-2013
MSc. (Mathematics), UKM, 2009-2010
BSc. (Hons) (Mathematics), UKM, 2006-2009



Foo Fang Ee

MBA (Human Resource Management)
BSc. Human Development



Nur Diyana Bt Mustapha

Master in Business Administration (MBA)
Bachelor of Accounting (Hons)

Wrexham glyndŵr UNIVERSITY

Wrexham Glyndŵr University

Academic Staff Profiles

Wrexham Glyndwr University နှင့် ချိတ်ဆက်သင်ကြားလျက်ရှိသည့် MBA နှင့် BBA စီးပွားရေးဆိုင်ရာ ဘာသာရပ်များအတွက် သတ်မှတ်အရည်အသွေး ပြည့်မီရေး ဆောင်ရွက်သည့် သင်ကြားရေးနှင့် စစ်ဆေးရေးဌာန အဖွဲ့ဝင်များ -



Claire Blanchard

Master's Degree	University of Chester	2011-2015
Master of Business Administration (M.B.A), Business Administration and Management, General	The University of Glamorgan	2005-2007
Bachelor's Degree, Public Administration	The University of Glamorgan	1989-1993

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Partnership Lead	University of Wales Trinity Saint David	Sep 2018	Present
2	Principal Lecturer in Marketing and Management	Glyndwr University		
3	Parent Governor	Bishop Heber High School	May 2015	
4	Parent Governor	Tilston Parochial Primary School	May 2014	
5	Board Member Young Enterprise North Wales	Young Enterprise UK	Jun 2014	
[illegible]	[illegible]erie Blair Foundation [illegible]r Alumni	Cherie Blair Foundation for Women	Aug 2014	
[illegible]	[illegible]	City and Guilds	Aug 2014	
[illegible]	[illegible]	Chartered Management Institute	Sep 2013	
[illegible]	[illegible]	[illegible]hartered Management [illegible]tute		
[illegible]	[illegible]	[illegible]nty Borough [illegible]	Sep 2016	
[illegible]	[illegible]	[illegible] Borough [illegible]	Dec 2016	
[illegible]	[illegible]	[illegible]nent [illegible]	Aug 2012	



Dr. Jan Green

Ph.D (Business Performance)	University of Wales
MA (Business Performance)	University of Wales
B.A (Hons) (Business Performance)	University of Wales

Professional Experience

No	Position	Organization Name	Start Date	End Date
1.	Reader	Glyndwr University in Business	September - 2017	Present



Karen Hynes

MA, Personnel and Development	University of Liverpool John Moores	2008-2010
Certificate in Social Service, Social Care Qualification	Mable Fletcher College	1985-1982

Professional Experience

No	Position	Organization Name	Start Date	End Date
1	Director, Consultant and Lecturer	Will Wirral Independent Living and Learning , Various Organizations and Glyndwr University	May,2011	At Present
[illegible]	[illegible]amme Leader	Wrexham Glyndwr University	2015	2017
[illegible]	[illegible]	CIPD	2001	2016
[illegible]	[illegible]	Head of learning and Development	April, 2002	April, 2011
[illegible]	[illegible]	[illegible]cil	Aug,2001	April, 2002
[illegible]	[illegible]	[illegible]	Sep,1978	Aug, 2001
[illegible]	[illegible]	[illegible]	1981	1991



Neil Pritchard

Master of Arts (MA), Social policy	University of Liverpool	1995-1997
Post Graduate Certificate in Education, Lecturing	The University of Bolton	1993-1994
Legal Practice Course, Law	University of Law Chester	1989-1990
Bechelor of Laws (LLB), Law	The University of Wolverhampton	1987-1989

Professional Experience

No	Position	Organization Name	Date
1	Principal Lecturer in Enterprise	Glyndwr University	2001
2	Lecturer	Coleg Cambria	Sep1994- Dec 2000



Tracy Powell

Masters Distinction, Business and Consumer Psychology	University of Wales, Bangor	2009-2010
BA Hons 2(i), Management with Banking, Insurance and Finance	University of Wales, Bangor	1995-1998

Professional Experience

No	Position	Organization Name	Start Date	End Date
[illegible]	Marketing Manager	Ski Higher, Courchevel, France	Nov,2001	Sep,2005
[illegible]	[illegible] Operations [illegible]	Ski Higher, Courchevel, France	Sep,2005	Aug, 2011
[illegible]	[illegible]nt	Successfactory, Cheshire	Sep,2013	Sep,2015
[illegible]	[illegible]	[illegible]orth Wales Business [illegible]ol		Present
[illegible]	[illegible]	[illegible]Achieve	Aug,2011	Present
[illegible]	[illegible]	[illegible]gdom	Mar, 2018	Present
[illegible]	[illegible]	[illegible]gdom	Sep,2018	Present

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Myanmar International Business Academy

(MIBA) တွင်

တက်ရောက်ပြီးသော၊ တက်ရောက်ဆဲ

ကုမ္ပဏီကြီးများတွင် Management တာဝန်ကို

ထမ်းဆောင်လျက်ရှိသော၊ ရှိသည့်

ကျောင်းသား၊ ကျောင်းသူ အချို့ စာရင်းများ

Myanmar International Business Academy

Alumni & Current Students

No	Name	Job Title	Company Name
1	Nyein Pyae Sone	Accounting Assistant	International Organization for Migration
2	Zwe Ye Yint	Marketing Communication Coordinator	iGroup (Asia-Pacific)
3	Haymar Phone Myint	Senior Executive (HR)	Myanmar Combiz Group
4	Naing Lin Aung	HR (C&B) Assistant	Gold Link Co Ltd
5	Phyo Thinzar Theint	Executive (Finance)	Amara Communication- ICE Group of Companies
6	Kay Zin Win	Gabin Crew (MIA)	Myanmar Airways International
7	Yee Yee Myint	Product Development Manager	Myanmar Indo Bast Co.Ltd
8	Sein Phaw Oo	Sale and Distribution Manger	Ever Sunny Indistrial Co.ltd
9	Yadanar Sann	Head of Administrative	Dynasty Group of Companies
10	Aung Aung Cho	Chef Operating Officer	Ayeyar Waddy Development Bank
11	Yin Lei Win	Capital Investment & Internal Audit Manager	Coca.Cola co.,ltd
12	Thet Hnin Aye	Assistant Manager	A-Bank
13	Thein Zaw Oo	P.A of KBZ CEO	KBZ Bank
14	Yadanar Sann	Head of Administrative	Dynasty Group of Companies
15	Aung Aung Cho	Chef Operating Officer	Ayeyar Waddy Development Bank
16	Yin Lei Win	Capital Investment & Internal Audit Manager	Coca.Cola co.,ltd
17	Thet Hnin Aye	Assistant Manager	A-Bank
18	Thein Zaw Oo	P.A of KBZ CEO	KBZ Bank
19	Lin Thar	Sale & Marketing Officer	Malaysia Airlines
20	Thet Paing Soe	FO Engineer	ABC Telecom (Huawei 3rd Porty)
21	Theint Theint Htet Paing	Chief Accountant	Myanmar Thiha Co;ltd
22	Tin Aye Khine	Assistant General Manager	Fuji Electric co.,ltd
23	Kyin Kyin Than	Cost Accounting Manager	DKSH (Myanmar)., ltd
24	Phyo Thida Oo	Manager, Compensation & Benefits HRIS	DKSH (Myanmar). ltd
25	Tin Soe Khai	Inbound Supply Chain Manager	DKSH (Myanmar). ltd
26	Kyaw Kyaw	IT Consultant	MPT - Japan JO
[illegible]	[illegible] Ko Zaw	Senior Program Manager	CARE International in Myanmar
[illegible]	[illegible] Wai Zin	Senior Finance & Treasury Offices	Fulleston Finance (Myanmar) Co.ltd.
[illegible]	[illegible] Khine	SAQ Manager	MTG DC Co.,Ltd
[illegible]	[illegible]	Business Development Executive	Myanmar Technology Gateway
[illegible]	[illegible]	General Manager	Hitachi Commercial Air Conditioners
[illegible]	[illegible]	HR Manager	MDG Co., Ltd
[illegible]	[illegible]	Senior Sales Representative	Gold Lite Myanmar
[illegible]	[illegible]	[illegible]ntant	World Vision / VisionFund Myanmar Co.,Ltd
[illegible]	[illegible]	[illegible]ting Manager	Oway Co.,Ltd
[illegible]	[illegible]	[illegible]	Eden Energy & Hatural Resources Development Co.,Ltd
[illegible]	[illegible]	[illegible]	ESI FOOD
[illegible]	[illegible]	[illegible]	Align Network Solution Co.,Ltd
[illegible]	[illegible]	[illegible]	Yoma Bank
[illegible]	[illegible]	[illegible]	Kanbawza Bank Limited
[illegible]	[illegible]	[illegible]	Asia Winner Industrial Ltd.
[illegible]	[illegible]	[illegible]	City Mart Holding Co.,Ltd.
[illegible]	[illegible]	[illegible]	WPG Capital Public Co.,Ltd.
[illegible]	[illegible]	[illegible]	Coca-Cola Pinya Beverage Myanmar
[illegible]	[illegible]	[illegible]	Columbus Travels & Tours Co.,Ltd

Myanmar International Business Academy

Alumni & Current Students

46	Moe Moh Aung	Coporate Head (Foreign Banking)	Myanma Apex Bank
47	Wei Yan Htoon	Assistant Manager	Farmer Development Public bank
48	Myat Min Htay	Engineer	Hydropower Construction Industry
49	Zar Chi Win Maung Maung	General Manager	Mobile Mall Co., Ltd
50	Kyaw Si Thu	Managing Diector	Well Done Engineering Co. Ltd
51	Su Myat Hlaing	Medical Representative	United Pharma Co.,Ltd
52	Sai Lao Hkay	Supervisor	South East Asia Crude Oil Pipeline Co.Ltd
53	Myo Thant	Assistant Manager	UAB Bank
54	Su Sandi Aung	Sale & Marketing Manager	Arr Thit Man Co,Ltd
55	Phu Shwe Yee	Account Manager	Mango Media Limited
56	Yin Min Htaik	Director	Metina Myanmar Private Limited
57	Htike Tin Ya	Manager	Toyota Tsusho Corporation
58	Swe Yee Nwe	Senior Medical Representative	DKSH (Myanmar)
59	Kyaw Naing Oo	Supervisor	Meditech Biz Co.,Ltd
60	Khin Myo Aye	National Sales Manager	Meditech Biz Co.,Ltd
61	Ei Mon Khin	Senior Accountant	Daily Mart Co., Ltd (IMG Group)
62	Toe Yu Lwin	Training Manager	Digital Money Myanmar Ltd
63	Lae Lae Moe	Account Executive	Mango Media Limited
64	Su Sandar Myint	Senior Sales Engineer	YOMA
65	Phyo Wai Tun	Deputy Chief of Party	Challenge TB Project, FHI360 Myanmar
66	Thanda Soe	Manager	COSCO Shipping Lines (Myanmar) Co.,Ltd
67	Lynn Xoor Htoon	Executive IT Administrator	May Bank
68	Win Pa Pa Moe	Assistant HR Manager	Asia Beverages Co.,Ltd
69	Mya Mahn Mg Mg	Area Manager	City Mart Holding Co.,Ltd
70	Pyone Pyone	Area Manager	City Mart Holding Co.,Ltd
71	Thin Han Maw	Manager	City Mart Holding Co.,Ltd
72	Kyaw Win Moe	Admin & HR Manager	Network Activities Group
[illegible]	[illegible] Zaw Moe	Program Officer	Network Activities Group
[illegible]	[illegible] Aung	Showroom Manager	Fujifilm Myanmar Investment Co.,Ltd
[illegible]	[illegible]	Product Manager	Yee Shin Co.,Ltd
[illegible]	[illegible]	Head of Legal & External Affairs	British American Tobacco Myanmar Ltd
[illegible]	[illegible]	Assistant Shopper Marketing Manager	DKSH Myanmar
[illegible]	[illegible]	Chief Operation Officer	SG Global Commodity PTE LTTD
[illegible]	[illegible]	Senior Channel Sales Executive	Nestle Profeesinal Co.ltd
[illegible]	[illegible]	[illegible]ger	KBZ Bank
[illegible]	[illegible]	[illegible] General Manager	KBZ Bank
[illegible]	[illegible]	[illegible]tion Officer	Irrawaddy Green Towers Co.,Ltd
[illegible]	[illegible]	[illegible]	Hayman Capital Company
[illegible]	[illegible]	[illegible]	Yoma Strategic Holding Company
[illegible]	[illegible]	[illegible]	Kubota Myanmar Co., Ltd
[illegible]	[illegible]	[illegible]	Myanmar Posco [illegible]
[illegible]	[illegible]	[illegible]	Vertune Co., Ltd
[illegible]	[illegible]	[illegible]	Modi Myanmar Group Ltd. Trading
[illegible]	[illegible]	[illegible]	Iventune Computer Co., Ltd
[illegible]	[illegible]	[illegible]	Ooredoo Myanmar
[illegible]	[illegible]	[illegible]	The Bank of Tokyo Mitsubishi Banking, Yangon Branch

MYANMAR INTERNATIONAL
BUSINESS ACADEMY

Myanmar International Business Academy

(MIBA) မှ

ဆောင်ရွက်ပြီးစီးခဲ့သော၊ ဆောင်ရွက်လျက်ရှိသော၊

ဆောင်ရွက်ရန်စီစဉ်နေသော

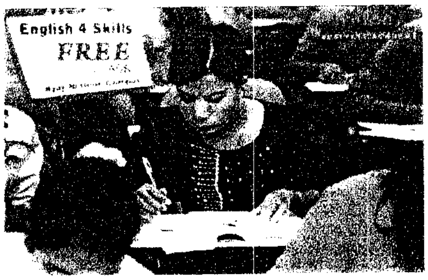
CSR PROGRAMS များ

ဆောင်ရွက်လျှက်ရှိသော CSR Program များ

• Diploma in Business English (IQN) သင်တန်းကို (၁၈)ကြိမ်မြောက် အခမဲ့သင်တန်းအဖြစ် ရန်ကုန်မြို့ မြေနီကုန်း Campus တွင်ဖွင့်လှစ်သင်ကြားပေးလျှက် ရှိပါသည်။







• Certified Strategic Manager (CSM) UK သင်တန်းကို(၂)ကြိမ်မြောက် အခမဲ့သင်တန်းအဖြစ် ရန်ကုန်မြို့ မြေနီကုန်း Campus တွင်လည်းကောင်း၊ (၁)ကြိမ်မြောက် အခမဲ့သင်တန်းအဖြစ် ရန်ကုန်မြို့ MICT Campus တွင်လည်းကောင်း ဖွင့်လှစ်သင်ကြားပေးလျှက်ရှိပါသည်။







• ကြည်မြင့်တိုင် မျက်မမြင်ကျောင်းနှင့် ခဝဲခြံ မျက်မမြင်ကျောင်းများတွင် Myanmar International Business Academy (MIBA) ဝန်ထမ်း(၄၉)ဦးမှ အသံလှူဒါန်းခြင်းအား ဆောင်ရွက်လျှက်ရှိပါသည်။





CSR Programs

ဆောင်ရွက်ခဲ့သော CSR Program များ

• ၂၀၁၆ ခုနှစ်မှ ၂၀၁၉ ခုနှစ် ဇန်နဝါရီလအထိ Diploma in Business English (IQN) UK သင်တန်းများအား သင်တန်းကြေး (အခမဲ့)ဖြင့် သင်တန်းအမှတ်စဉ် (၁၇) ကြိမ်အထိ ဖွင့်လှစ် သင်ကြားပေးခဲ့ပြီး ဖြစ်ပါသည်။

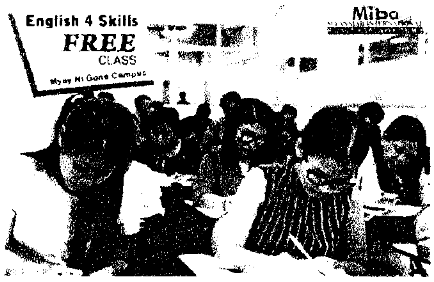


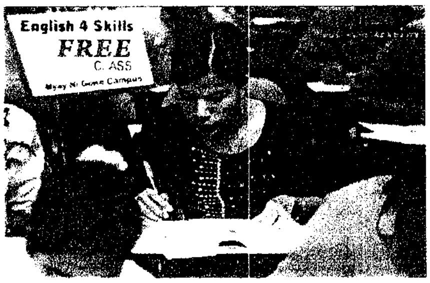




• ၂၀၁၈ ခုနှစ်မှ ၂၀၁၉ ခုနှစ် ဇန်နဝါရီလအထိ General English (4 Skills) သင်တန်းအား အခမဲ့ သင်တန်းအဖြစ် ရန်ကုန်တွင် (၃)ကြိမ် ၊ မန္တလေးတွင် (၂)ကြိမ် ဖွင့်လှစ်သင်ကြား ပေးခဲ့ပြီး ဖြစ်ပါသည်။







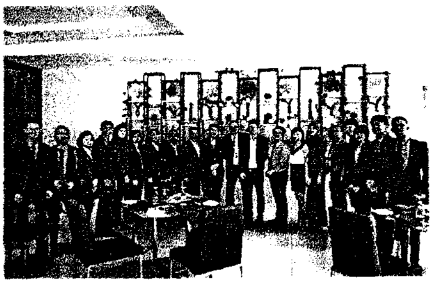
• ၂၀၁၈ ခုနှစ်တွင် Certified Strategic Manager (CSM) UK သင်တန်းအား အခမဲ့သင်တန်းအဖြစ် ([illegible])ကြိမ်ဖွင့်လှစ်သင်ကြားပေးခဲ့ပြီးဖြစ်ပါသည်။







• ၂၀၁၉ ခုနှစ် ဇန်နဝါရီလအတွင်း Technology University (မအူပင်)မှ ပါမောက္ခ ဆရာ/ဆရာမကြီးများနှင့် ကျောင်းသား/ကျောင်းသူများအား မလေးရှားနိုင်ငံရှိ UCSI University နှင့် အခြား မလေးရှား တက္ကသိုလ်များသို့ လေ့လာရေး ခရီးစဉ်အတွက် ကူညီပံ့ပိုး ဆောင်ရွက်ပေးခဲ့ပါသည်။







နည်းပညာတက္ကသိုလ် (မအူပင်)

ဂုဏ်ပြုမှတ်တမ်းလွှာ

Myanmar International Business Academy (MIBA) Groupသည်

(၂၁-၁-၂၀၁၉ ရက်နေ့မှ ၂၅-၁-၂၀၁၉) ရက်နေ့အထိ

သွားရောက်ခဲ့သော နည်းပညာတက္ကသိုလ် (မအူပင်) ၏

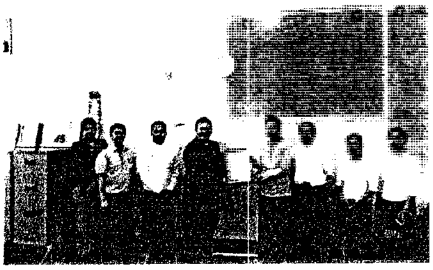
Malaysia University Visit တွင် ကူညီပံ့ပိုးမှုများ

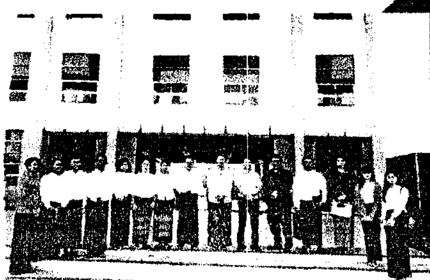
ပြုလုပ်ပေးခဲ့ပါသော ကြောင့်

ဤ ဂုဏ်ပြုမှတ်တမ်းလွှာဖြင့် မှတ်တမ်းတင်ဂုဏ်ပြုအပ်ပါသည်။

ရက်စွဲ ၄-၂-၂၀၁၉

ဒေါက်တာ ကျော်ခင်
ပါမောက္ခချုပ်
နည်းပညာတက္ကသိုလ် (မအူပင်)







• အမျိုးသားစီမံခန့်ခွဲမှုပညာ ဒီဂရီကောလိပ် ၂၀၁၇-၂၀၁၈ ပညာသင်နှစ် ဒုတိယအကြိမ်မြောက် နှစ်ပတ်လည်မဂ္ဂဇင်းတွင် ကြော်ငြာထည့်ဝင်ခြင်းဖြင့် ကူညီပံ့ပိုးခဲ့ပါသည်။

အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ်

National Management Degree College

နှစ်လည်မဂ္ဂဇင်းကော်မတီ

မှတ်တမ်းတင် ဂုဏ်ပြုလွှာ

အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ် ၂၀၁၇ ၂၀၁၈ ပညာသင်နှစ် ဒုတိယအကြိမ်မြောက် နှစ်လည်မဂ္ဂဇင်းတွင် ကြော်ငြာထည့်ဝင်ခြင်းဖြင့် ကူညီပံ့ပိုးပေးခဲ့ပါသော **Myanmar International Business Academy** အား မှတ်တမ်းတင်ဂုဏ်ပြုပါသည်။

(ဒေါက်တာသင်းသင်းမြင့်)
ဥက္ကဋ္ဌ
နှစ်လည်မဂ္ဂဇင်းကော်မတီ
အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ်

(ဒေါက်တာတင်တင်ထွေး)
ကျောင်းအုပ်ကြီး
အမျိုးသားစီမံခန့်ခွဲမှုပညာဒီဂရီကောလိပ်

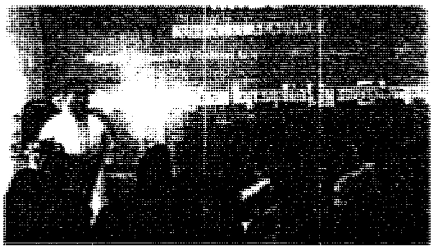
ရက်စွဲ၊ ၂၀၁၉ ခုနှစ်၊ ဇန်နဝါရီလ (၁၄) ရက်။

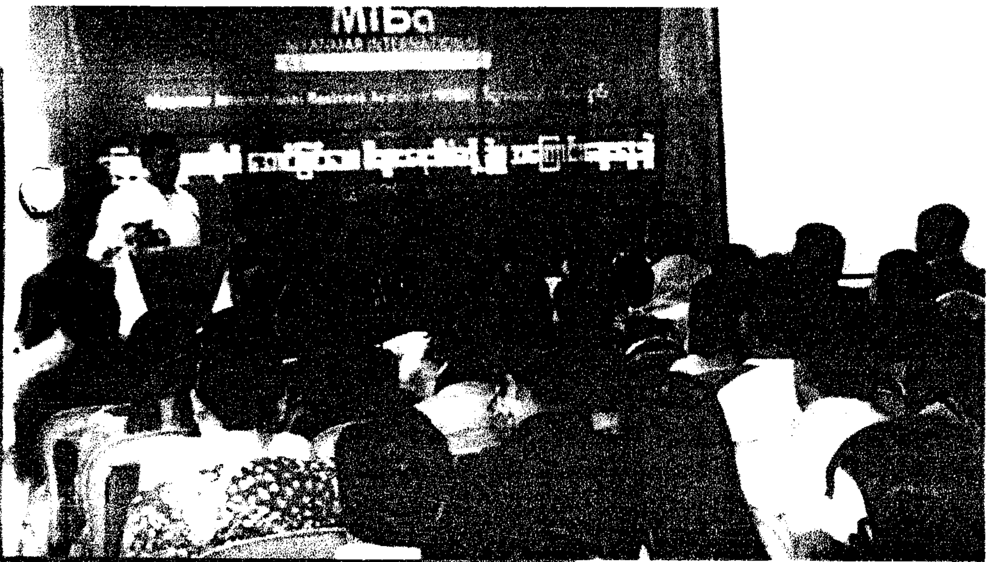
•၃၉လမ်း (ဗန်းမော်တိုက်လမ်း)၊ ၇၁လမ်းနှင့်၇၂လမ်းကြား၊ Yar Zar Business Center မန္တလေးမြို့တွင် ပြောင်းလဲမှုအလိုက် အောင်မြင်သော စီးပွားရေးစီမံခန့်ခွဲမှု အကြောင်း ဆွေးနွေးပွဲ ၂၀၁၆ခုနှစ် နိုဝင်ဘာလ၊ ၁၃ရက်နေ့တွင် Myanmar International Business Academy မှ အပြည့်အဝ ဦးဆောင်ပံ့ပိုး၍ ကျင်းပပြုလုပ်ခဲ့ပါသည်။











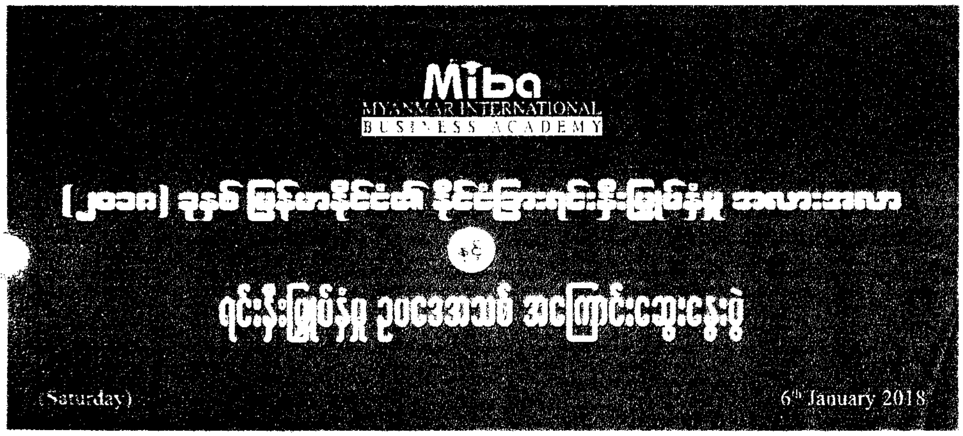








• ၂၀၁၈ ခုနှစ် ဇန်နဝါရီလ ၆ ရက်နေ့ တွင် မြန်မာနိုင်ငံ၏ နိုင်ငံခြားရင်းနှီးမြှုပ်နှံမှု အလားအလာ နှင့် ရင်းနှီးမြှုပ်နှံမှု ဥပဒေအသစ် အကြောင်းဆွေးနွေးပွဲ ကို MICT PARK တွင် Myanmar International Business Academy မှ ရာနှုန်းပြည့် ကျင်းပပြုလုပ်ခဲ့ပါသည်။









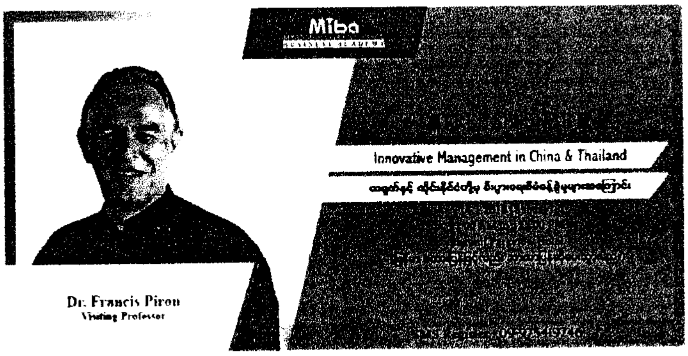




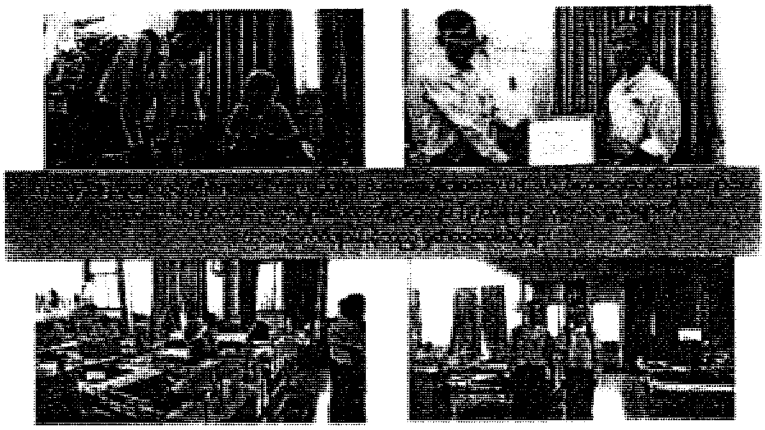




• တရုတ်နှင့် ထိုင်းနိုင်ငံတို့မှ စီးပွားရေး၊ စီးပွားရေးစီမံခန့်ခွဲမှုများ အကြောင်း Free Seminar ပွဲကို မြန်မာစကားပြန်များဖြင့် ၂၀၁၈ခုနှစ် ဇန်နဝါရီလ ၁၄ရက်နေ့တွင် နံနက် ၉နာရီမှ နေ့လည် ၁၂နာရီထိ Summit Parkview Hotel တွင်ကျင်းပပြုလုပ်ခဲ့ပါသည်။



• ၂၀၁၆ခုနှစ် မေလ(၂၅)ရက်၊ ကဆုန်လပြည့်နေ့တွင် ဆည်းဆာရိပ် ဂိလာနဘိုးဘွားများ ရိပ်သာသို့ ငွေကျပ်(၃)သိန်းနှင့် လှူဖွယ်ပစ္စည်းများကို သွားရောက် လှူဒါန်းခဲ့ပါသည်။



• ၂၀၁၈ခုနှစ် ဩဂုတ်လ ၃ရက်နေ့တွင် Myanmar International Business Academy မှ သင်တန်းသား/ သူများ၊ ဆရာ/ဆရာမများနှင့် ဝန်ထမ်းများ၏ စုပေါင်းငွေဖြင့် [illegible] ဒေသများရှိ ပြည်သူများသို့ လှူဒါန်းမှုပြုလုပ်ခဲ့ပါသည်။





•၂၀၁၉ခုနှစ် ဖေဖော်ဝါရီလ ၂၄ရက်နေ့၊ မန္တလေးမြို့တွင် မြန်မာနိုင်ငံလူ့စွမ်းအား အရင်းအမြစ် စီမံခန့်ခွဲမှု ပညာအသင်း (MSHRM) မှကြီးမှူး၍ HR Professionals in SMEs ခေါင်းစဉ်ဖြင့် ကျင်းပမည့် ဆရာကြီး ပါမောက္ခဒေါက်တာ အောင်ထွန်းသက် ၏ ဟောပြောပွဲအား Gold Sponsor အဖြစ် Myanmar International Business Academy မှ ပံ့ပိုးကူညီခဲ့ပါသည်။


MSHRM
Myanmar Society for Human Resource Management

Gold-Sponsor Appreciation Certificate

We are grateful for the sponsorship and assistance you have given our Association. In appreciation of your support and for your interest in the development of Human Resource Management of our Community. We take privilege in presenting this certificate to acknowledge your generosity.

Myanmar International Business Academy
Sponsor

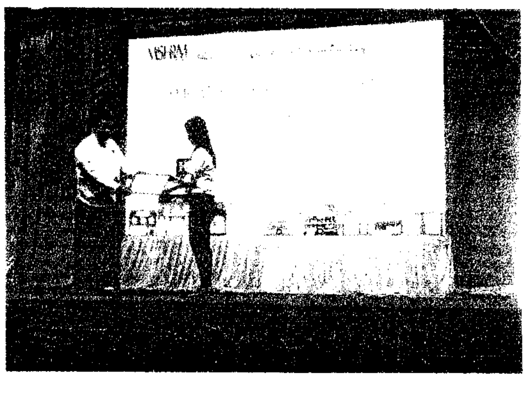
HR Professionals in SMEs
Event

24 Feb 2019
Date

Chairman







• Diploma in Business English (IQN) အား (၃)လလျှင်တစ်ကြိမ်နှုန်းဖြင့် Campus အသီးသီးတွင် စဉ်ဆက်မပြတ်ဖွင့်လှစ်ပေးနိုင်ရေး ဆောင်ရွက်သွားမည်။

• မြန်မာနိုင်ငံအတွင်းရှိ မျက်မမြင်ကျောင်းများတွင် အသံလှူဒါန်းခြင်းအား ပိုမိုချဲ့ထွင် ဆောင်ရွက်သွားနိုင်ရမည်။

• ပညာဒါနကျောင်းများတွင် Myanmar International Business Academy (MIBA) ၏ Academic ဌာနရှိဝန်ထမ်းများမှ English ဘာသာရပ်နှင့် သင့်လျော်သည့် အခြားဘာသာရပ်များအား အခမဲ့ သင်ကြားပို့ချနိုင်ရေး အကောင်အထည်ဖော်ဆောင်ရွက်သွားမည်။

• အနာဂါတ် လူငယ်များဖွံ့ဖြိုးတိုးတက်ရန် ရည်ရွယ်၍ "Your Career, Your Responsibility" ဆွေးနွေးပွဲ ခေါင်းစဉ်ဖြင့် ဆရာဦးမင်းခေါင်မှ စစ်ကိုင်းသမဝါယမ တက္ကသိုလ်တွင် နံနက် ၁၀နာရီမှ နေ့လည် ၁၂နာရီထိ ဖေဖော်ဝါရီလ ၂၂ရက်နေ့တွင် ကျင်းပသည့် ဟောပြောပွဲအား Myanmar International Business Academy မှ ရာနှုန်းပြည့် ပံ့ပိုးကူညီခဲ့ပါသည်။

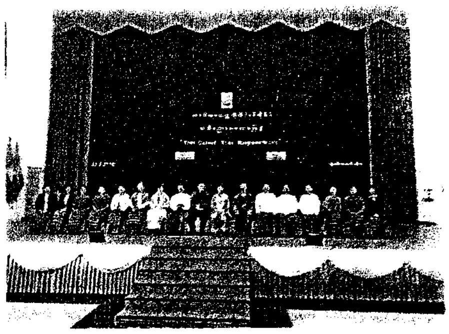


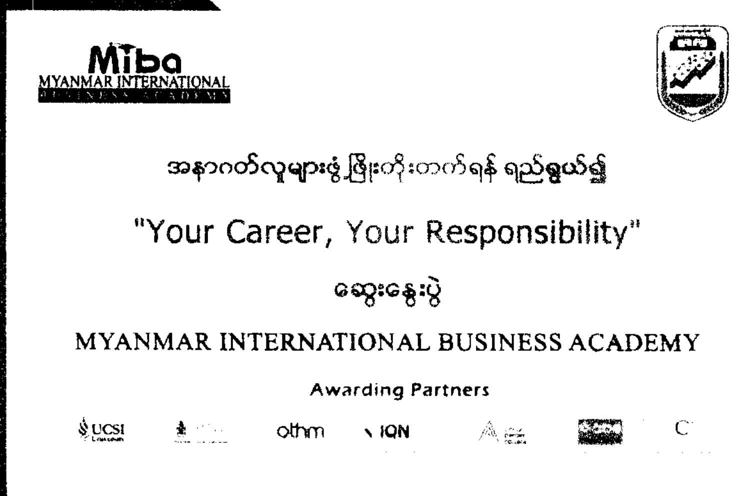
Co-operative University, Sagaing

THIS
CERTIFICATE OF APPRECIATION
is awarded to
U Kyaw Thu Aung
Founder and CEO of
Myanmar International Business Academy

in grateful acknowledgements of
his distinguished and invaluable contribution
to the accomplishment of the seminar on
"Your Career, Your Responsibility"
held at Co-operative University, Sagaing
22nd February 2019

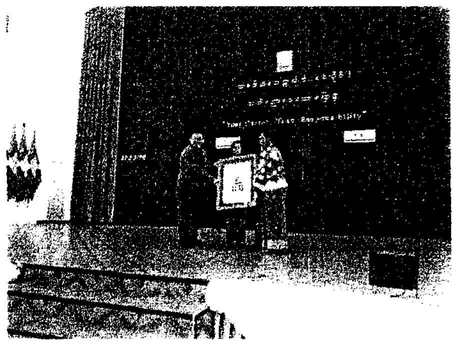
Rector
Co-operative University,
Sagaing











•Yangon University of Economic မှ Lecturer ဒေါ်လင်းလင်းခိုင် နှင့် Lecturer ဒေါ်အိန္ဒြာစုမွန်မြင့် တို့အား Wrexham glyndwr University ၏ MBA Program တွင် Scholarship ရရှိစေရန်နှင့် Myanmar International Business Academy (MIBA) Campus တွင် MBA သင်တန်းတက်ရောက်နိုင်ရန် ရာနှုန်းပြည့် Scholarship အစီအစဉ်ကို ဆောင်ရွက်ပေးခဲ့ပါသည်။

YANGON UINIVERSITY OF ECONOMICS

DEPARTMENT OF MANAGEMENT STUDIES

Padamya Building, Hlaing Campus, Yagon, Myanmar.
Tel: 95-1-661736, 664684 Fax: 95-1-664889
E-mail: dms@mptmail.net.mm

To

Dean
Wrexham Glyndwr University

To whom it may concern,

Thank you very much for your scholarship offer to the faculty members of Yangon University of Economics. We decided the following faculty members to attend the MBA Program at Wrexham Glyndwr University.

1. Daw Lin Lin Khaing Tutor
2. Daw Eaindra Su Mon Myint Tutor

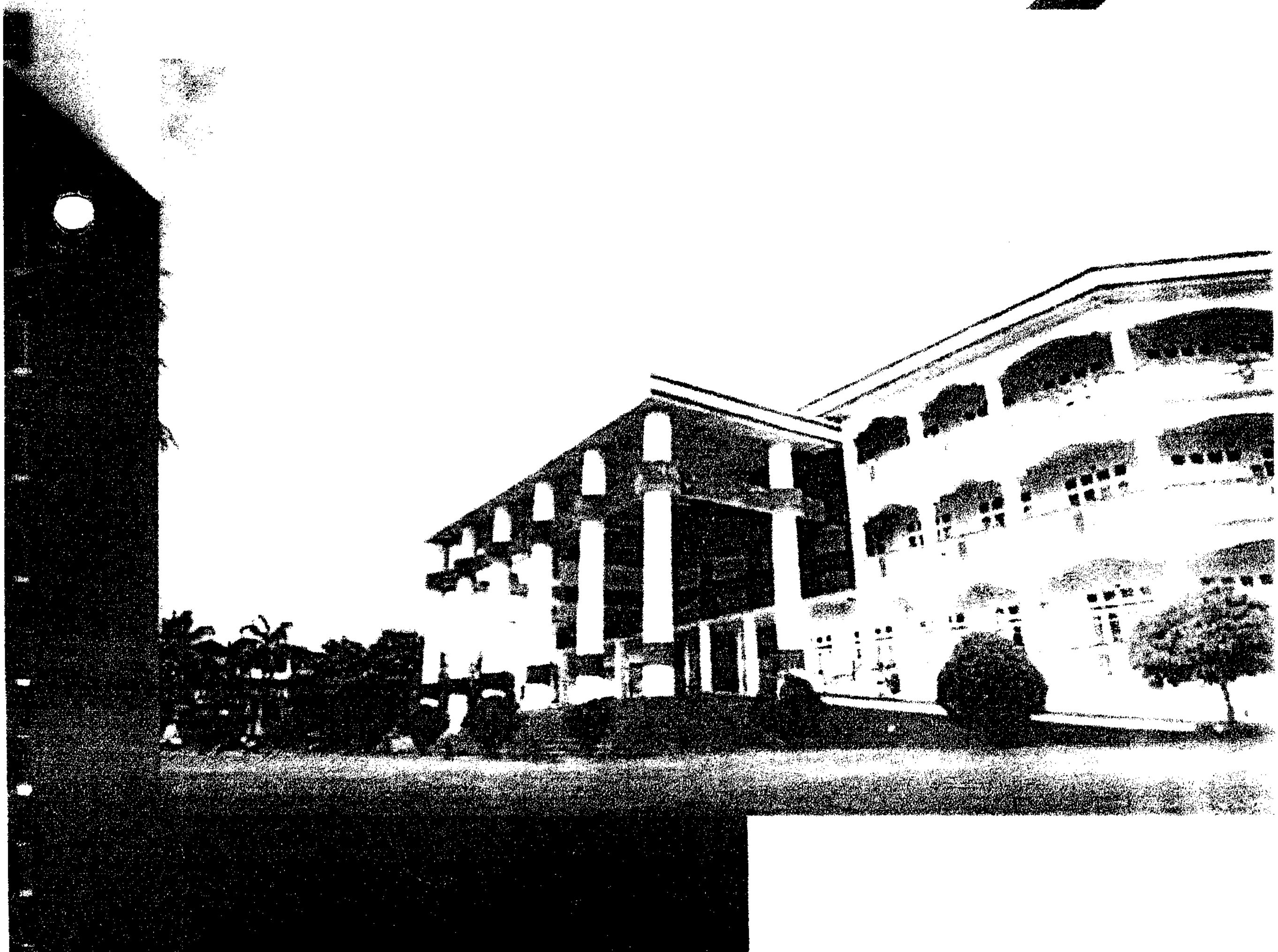
Yours sincerely,

Dr. Moe Moe Khaing
Professor and Head
Department of Management Studies
Yangon University of Economics

ဆောင်ရွက်ရန်လျာထားသော CSR Program များ

• လုပ်သားအရင်းမြစ် ဖွံ့ဖြိုးတိုးတက်ရေး အတွက် ကျွမ်းကျင်မှုများ တည်ဆောက်ရေး ခေါင်းစဉ်ဖြင့် ၂၀၁၉ခုနှစ် ဖေဖော်ဝါရီလ ၂၇ရက်နေ့တွင် ဆရာ ဦးမောင်မောင်ဝင်းမှ မန္တလေး ဒီဂရီကောလိပ်တွင် ဟောပြောပွဲအား Myanmar International Business Academy မှ ရာနှုန်းပြည့် ပံ့ပိုးကူညီသွားပါမည်။





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